

Sample Wording for Newspaper Notice

A notice published in accordance with article 17(1)(a) shall be published in a newspaper approved for this purpose in accordance with sub-article (2), shall contain as a heading the name of the planning authority to which the planning application will be made and shall state –

- a** The name of the applicant
- b** The location, townland or postal address of the land or structure to which the application relates (as may be appropriate).
- c** Whether the application is for permission for development, permission for retention of development, outline permission for development or permission consequent on the grant of outline permission (stating the reference number on the register of the relevant outline permission).
- d** A brief description of the nature and extent of the development including-
 - I. Where the application relates to development consisting of or comprising the provision of houses, the number of houses to be provided,
 - II. Where the application relates to the retention of a structure, the nature of the proposed use of the structure and, where appropriate, the period for which it is proposed to retain the structure,
 - III. Where the application relates to development which would consist of or comprise the carrying out of works to a protected structure or proposed protected structure, an indication of that fact,
 - IV. Where the application relates to development which comprises or is for the purposes of an activity requiring an integrated pollution prevention and control licence or a waste licence, an indication of that fact, or
 - V. Where a planning application relates to development in a strategic development zone , an indication of that factAnd
- e.** That the planning application may be inspected, or purchased at a fee not exceeding the reasonable cost of making a copy, at the offices of the planning authority during its public open hours and that a submission or observation in relation to the application may be made on payment of the prescribed fee within the period of 5 weeks beginning on the date of receipt by the authority of the application.

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Please note the following

1. Where the application includes a **Natura Impact Assessment (NIS)** or an **Environmental Impact Assessment (EIS)**, this shall be stated on the newspaper notice. It shall also be stated that the NIS and / or EIS is available for inspection or purchase for a fee not exceeding the reasonable cost of making a copy of same.
2. Any application that is accompanied by an EIAR, must before it is submitted to the Planning Authority, have uploaded the EIAR to a National Portal. This Portal is accessible on the Departments website. It is the applicants responsibility to upload the EIAR. If the applicant has completed this step then they will receive a 'Confirmation Notice'. This confirmation notice must be submitted with the application to the Planning Authority or it will be invalid on receipt.