



**Comhairle Contae  
Dhún na nGall**  
Donegal County Council

**Application for licence under Section 254**

I hereby wish to apply to Donegal County Council for a licence under section 254 of the Planning and Development Act 2000, to place/maintain /retain an appliance / apparatus / structure/sign (Delete whichever does not apply) on, under over or along a public road in accordance with the particulars as under;-

Name of Applicant			
Address			
Eircode			
Telephone No			
E Mail Address			
Type of appliance/ apparatus/ structure/sign for which licence is required:- (Full description must be given)			
Proposed location of appliance/apparatus/ structure/sign for which licence is required:- (Map to be attached)			
Type of licence. Please specify whether new or renewal	New		Renewal
Period for which licence is sought:-	From:	To:	
Fee Payable:	€		
Signature of Applicant:			
Dated:			

**Application cannot be processed unless accompanied by the documents listed below, including the relevant fee.**



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### **Documents required for an application for a section 254 licence**

- ◆ Site location map to scale of 1/2500 (3 no copies)
- ◆ Site layout plan showing location of proposed appliance/apparatus/structure (3 no copies)
- ◆ Drawing to scale of proposed appliance/apparatus/structure/sign (3 no copies)
- ◆ Copy of Insurance Policy
- ◆ Colour scheme of proposed appliance/apparatus/structure/sign
- ◆ Advertising signs are to be in accordance with Bórd Fáilte specifications
- ◆ Relevant fee

### **Consideration of Licence Application**

#### **Regard must be had to**

- ◆ Proper planning and sustainable development of the area
- ◆ Relevant provisions of Development Plan / Local area plan
- ◆ Number and location of existing licensed appliance / apparatus /structure/ signs
- ◆ Convenience and safety of road users (incl pedestrians)

#### **Appeal Opportunity**

An appeal to the granting, refusing, withdrawing or continuing of a licence may be made to an Bord Pleanála



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**A licence is required under section 254 of the Planning and Development Act 2000 in respect of the erection, construction, placing or maintaining of:-**

		Fee per annum
(a)	A vending Machine or coin operated machine (not being a weighing machine)	€125.00
(b)	town or landscape map for indicating directions or places	€25.00
(c)	Hoarding, fence or scaffolding	€1,250.00 (€125.00 per month or part thereof)
(d)	Advertisement structure (other than advertisement structure specified in paragraph (dd))	€630.00
(dd)	An Advertisement structure (being of a finger post type not exceeding 1 metre in length) consisting of a directional sign to indicate tourist accommodation	€50.00
(e)	Cable, wire or pipeline (not being a cable for conducting electricity for domestic or agricultural purposes or a drain or waterpipe)	€25.00 per 100 metres length or part thereof
(f)	Telephone kiosk or pedestal	€630.00
(g)	Any <b>other appliance or structure</b> which may be prescribed as requiring a licence under this section on, under, over or along a public road	€125.00
(h)	Tables and chairs outside a hotel, restaurant, public house or other establishment where food is sold for consumption on the premises	€125.00 per table
(l)	Advertisement consisting of any text, symbol, emblem, model, device or logo	€630.00
(j)	A pipe or an appliance with a pipe attachment for dispensing air or water, not being a pipe or appliance attached to a petrol or oil pump	€25.00
(k)	A weighing machine A Bring Facility	€63.00 €25.00



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**A licence under Section 254 is not required in respect of the following:-**

- (a) An appliance/apparatus/structure for which Planning Permission has been granted
- (b) A temporary hoarding/fencing/scaffolding erected in accordance with a condition of a planning permission
- (c) The erection, construction, placing or maintenance of a cable/wire/pipeline by statutory undertaker which is under a public road

A licence may be granted for such period and upon such conditions as the planning authority may specify, including conditions in relation to location and design.

**It should be noted that the planning authority may, by notice in writing withdraw the licence and require the licensee to remove the structure at their own expense.**