

From: [CARMEL KELLY](#) on behalf of [planning mailbox](#)
To: [MARTINA PARKE \(PLANNING\)](#)
Subject: FW: Section 5 Application - ATU Donegal, Killybegs Signage works
Date: 24 July 2025 7:39:56
Attachments: [ATU Killybegs External sign pack.pdf](#)
[Donegal sign location plan.pdf](#)
[Killybegs Site location map.pdf](#)
[ATU Killybegs existing signage for removal.pdf](#)
[ATU Donegal -section-5-declaration-of-exemption-application-form.pdf](#)

Martina

[REDACTED]

Process the application pending confirmation.

Thank you

Carmel

From: Ben Austen <[REDACTED]>
Sent: 23 July 2025 16:47
To: planning mailbox <Planning@Donegalcoco.ie>
Subject: Section 5 Application - ATU Donegal, Killybegs Signage works

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Dear Sir/Madam

Please find attached section 5 for assessment of proposed minor signage works at ATU Donegal, Killybegs campus for your consideration.

A PO has been issued for the application PO number: 4030746

I look forward to your correspondence

Kind regards

Ben

Ben Austen, Estates and Services Manager

Ollscoil Teicneolaíochta an Atlantaigh
OTA Dhún na nGall, Campas Leitir Ceanainn, Bóthar an Chalafoirt, Leitir Ceanainn, Co. Dhún na nGall, F92 FC93, Éire

Atlantic Technological University

ATU Donegal Letterkenny, Port Road, Letterkenny, Co. Donegal, F92 FC93, Ireland

Tel: +353 (0)74 9186016

www.atu.ie

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Tá an ríomhphost seo faoi réir an tséanta seo leanas atá le fáil ag [Séanadh Ríomhphost Ollscoil Teicneolaíochta an Atlantaigh](#)

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



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

Planning Services

RECEIVED DATE: 23/07/2025

SECTION 5 APPLICATION

FOR DECLARATION ON DEVELOPMENT AND EXEMPTED DEVELOPMENT

**Completed application form & supporting documentation to be returned to the
Planning Authority by email to planning@donegalcoco.ie**

Name of Applicant(s):	
Agent Name: (if applicable)	
Location of Proposed Development / Works: (Townland or postal address as appropriate and Eircode if available)	
Description of Proposed Development including details of works (where applicable): (Only works listed below will be assessed under <u>this</u> section 5 application)	



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

Is the development a Protected Structure or within the curtilage of a Protected Structure?	Yes	No
Has a declaration under Section 57 of the Planning and Development Act 2000 (as amended) been requested or issued in respect of the property.	Yes	No
Applicant(s) Interest in the site:		
If not the Owner of the site, please provide the name of the Landowner:		
Please list types of plans, drawings etc. submitted with this application:		
Planning History - list any relevant planning application reference numbers:		
Are you aware of any enforcement proceedings connected to the site? If so, please supply details:		

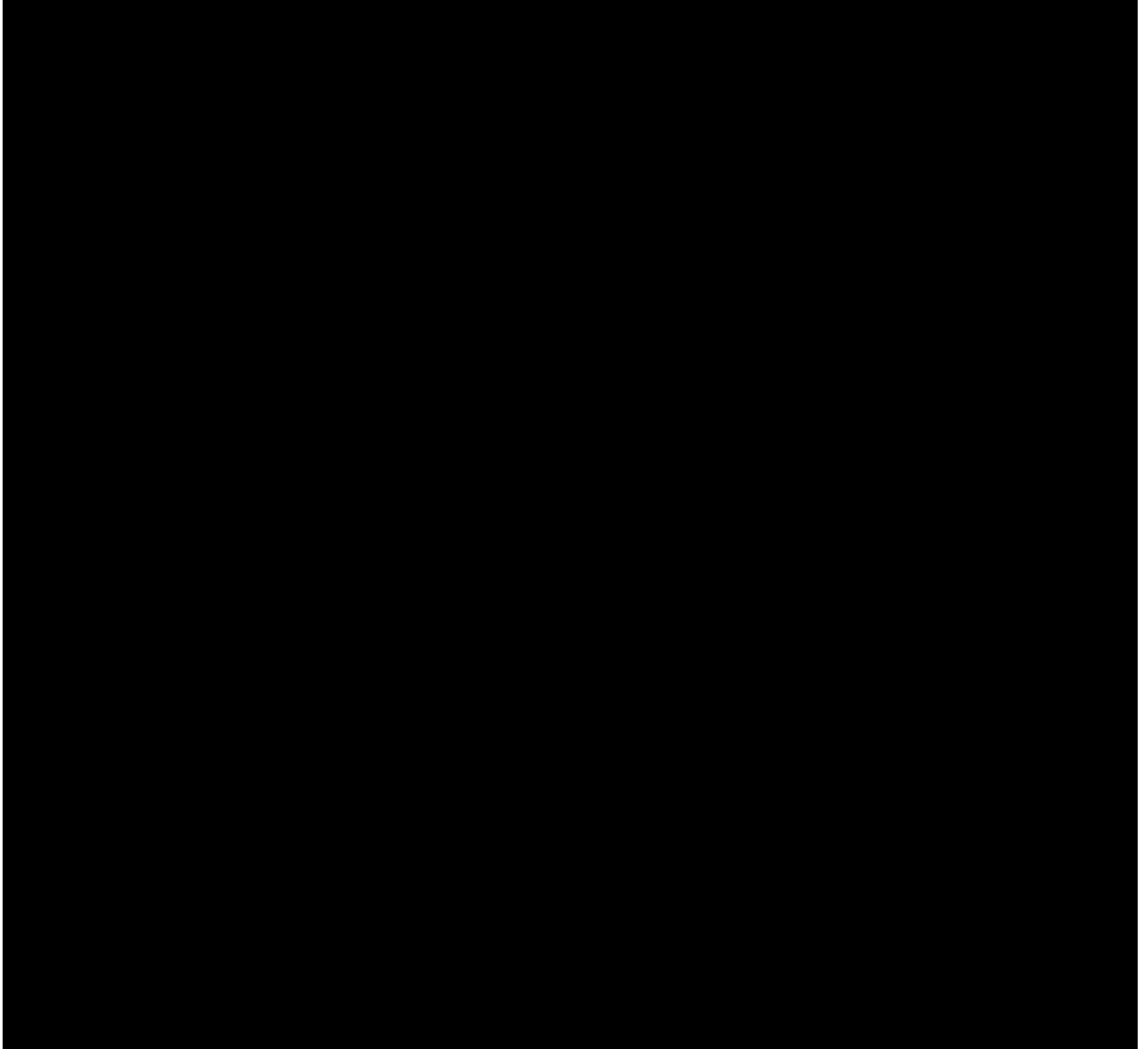
I hereby certify that the information provided is true and accurate	
Signature of Applicant/Agent:	<i>Ben Austin</i>
Date:	



Comhairle Contae
Dhún na nGall
Donegal County Council

Additional Contact Information

NOT TO BE MADE AVAILABLE WITH APPLICATION

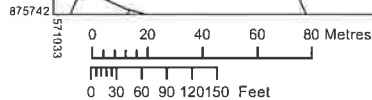
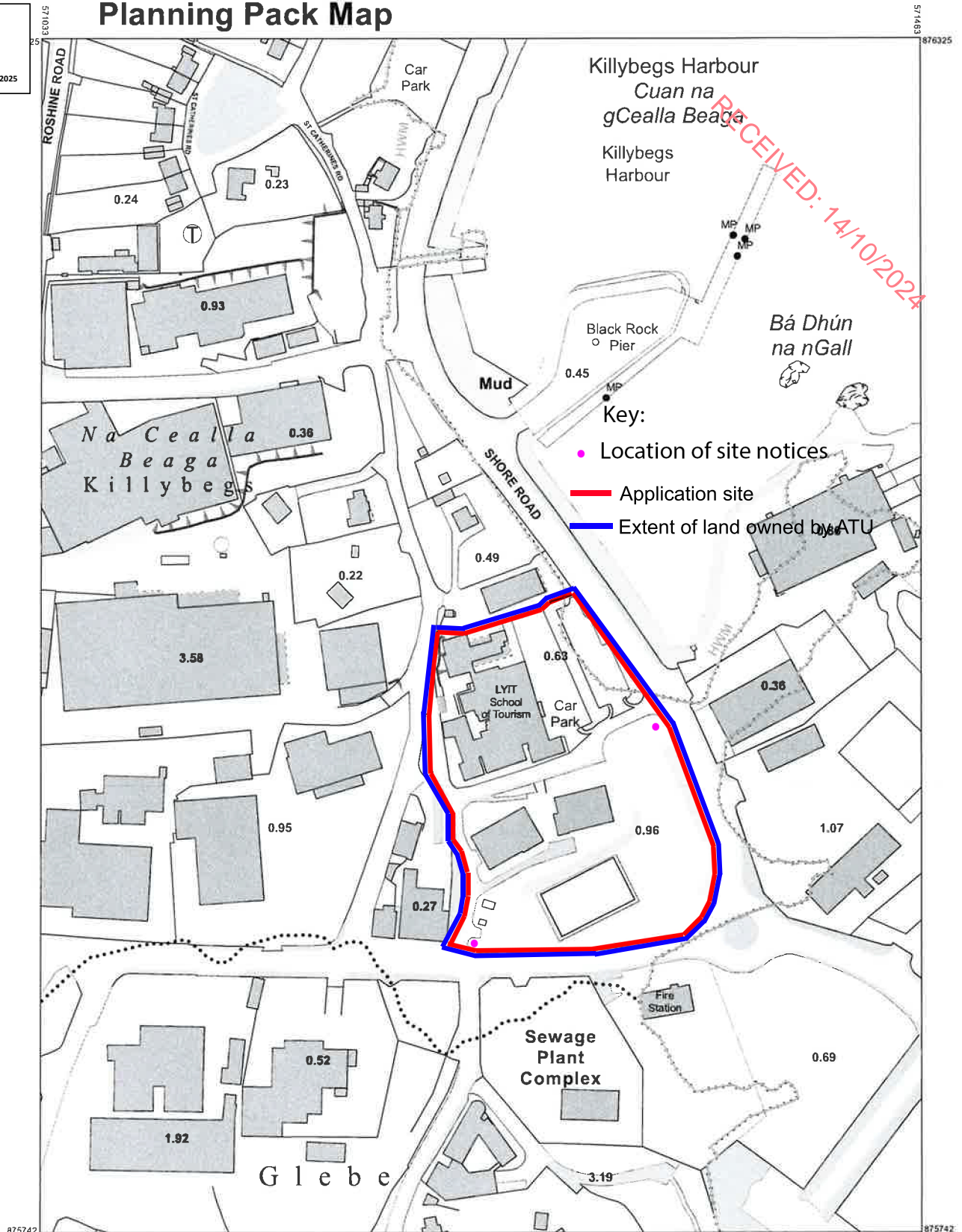




Planning Services

RECEIVED DATE: 23/07/2025

Planning Pack Map



OUTPUT SCALE: 1:2,500



CENTRE
COORDINATES:
ITM 571248,876034

PUBLISHED: 23/09/2024
MAP SERIES: 1:1,000
1:2,500

ORDER NO.: 50423971_1
MAP SHEETS: 0556-24
0583-B

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LEGEND: To view the legend visit www.tailte.ie and search for 'Large Scale Legend'

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**Tailte
Éireann**

Site Location Map



0 100 200 300 400 Metres
0 150 300 450 600 750 Feet

OUTPUT SCALE: 1:10,560



CENTRE COORDINATES:
ITM 571248,876034

PUBLISHED: 23/09/2024
MAP SERIES: 6 Inch Raster
ORDER NO.: 50423971_1
MAP SHEETS: DL097+097A

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LEGEND: To view the legend visit www.tailte.ie and search for 'Large Scale Legend'

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Planning Services

RECEIVED DATE: 23/07/2025

Ollscoil
Teicneolaíochta
an Atlantaigh

Atlantic
Technological
University

ATU Killybegs signage replacement – Section 5 application to DCC

Ben Austen
Estates Manager, ATU Donegal
18.07.25

Overview

The following document identifies the existing signage due to be replaced as part of the scheme at Killybegs campus



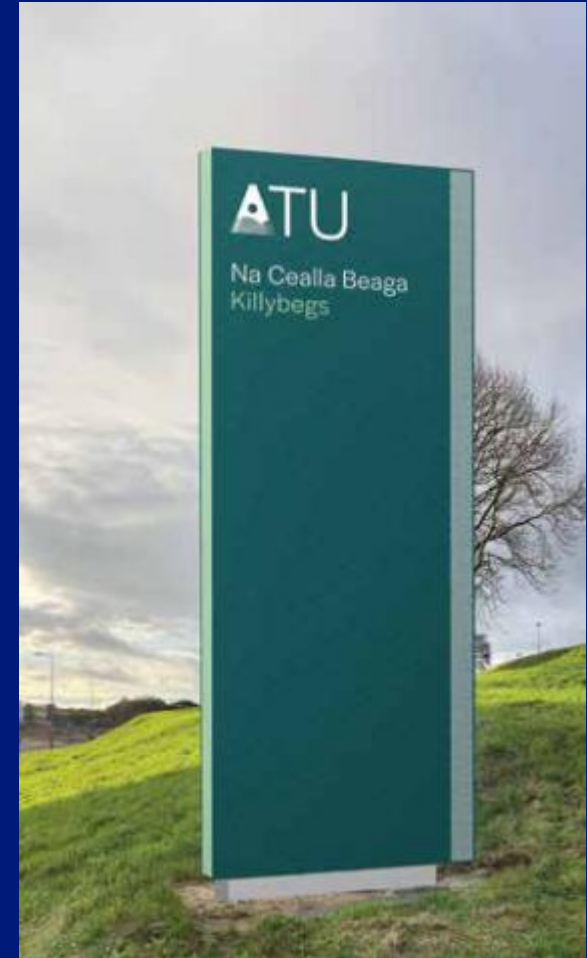
ST1A-KILL-1



Existing



Existing



Proposed

ST1A-KILL-2



Existing



Proposed

ST1A-KILL-999



Existing



Proposed (CCTV signage to be included on Carpark totems)



Comhairle Contae

Dhún na nGall

Donegal County Council

Planning Services

RECEIVED DATE: 23/07/2025

Wayfinders

Q3910 ATU KILLYBEGS EXTERNALS

REVISION	DATE	NOTES	DRAFTED	CHECKED
01	N/A		N/A	
02	29/10/2024		IS	PR
03	27/11/2024		IS	PR
04	24/01/2025		IS	PR
05	31/01/2025		IS	PR

ST1A-KILL-1 EXTERNAL TOTEM

- Material
2mm Aluminium
- Paint Finish
Stove Enamelled 15% Gloss
- Vinyl Finish
Self Adhesive Vinyl
- Fixation
Mounted with base plates

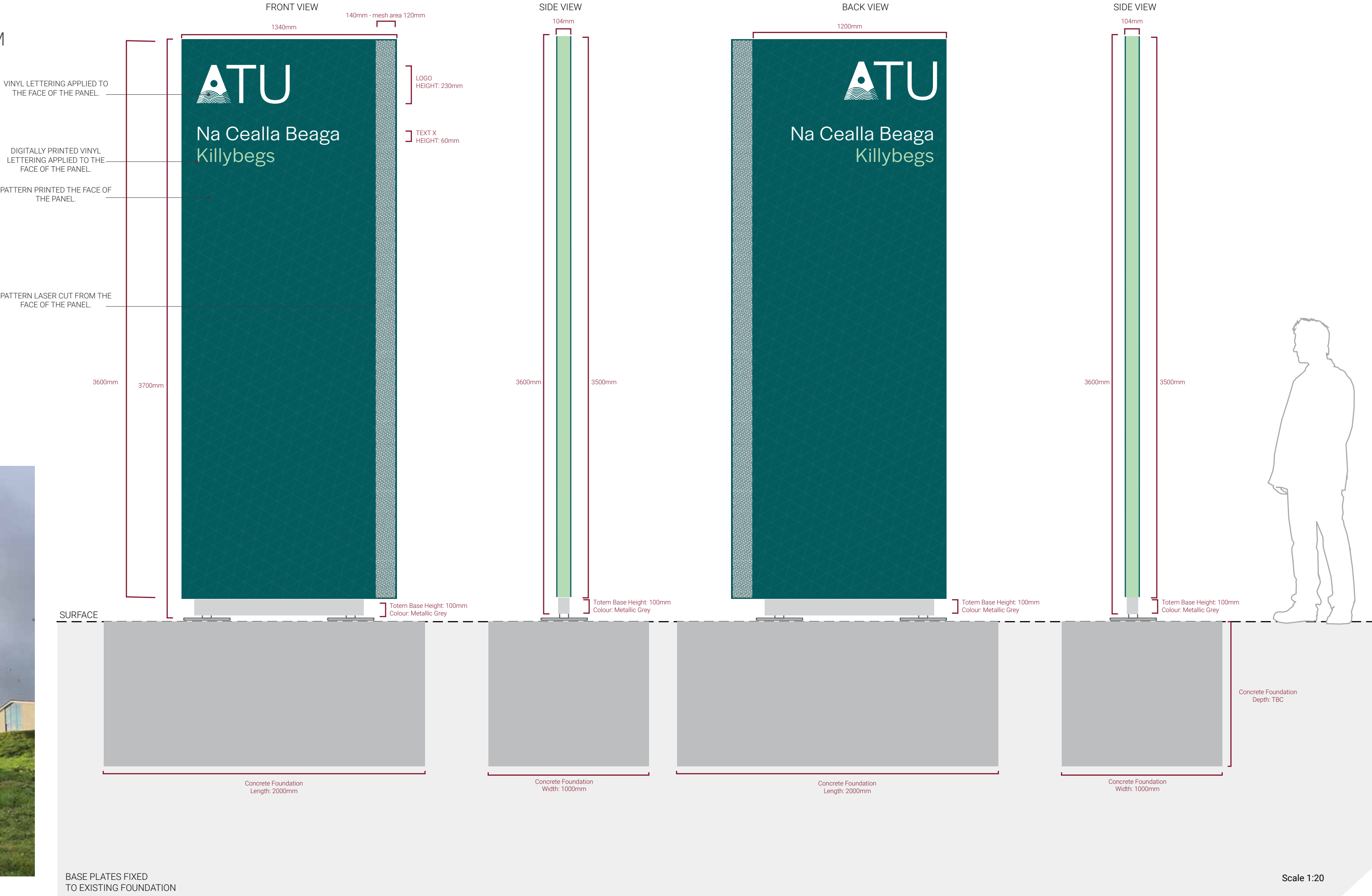
Colours

Matte White Vinyl

C31, M12, Y33, K0

Pantone 328U

CMYK COLOURS SUBJECT TO CHANGE



MOCK UP



ST4-KILL-2 PEDESTRIAN DIRECTIONAL FINGERPOST

Paint Finish
Stove Enamelled 15% Gloss

Lettering Finish Self Adhesive Vinyl

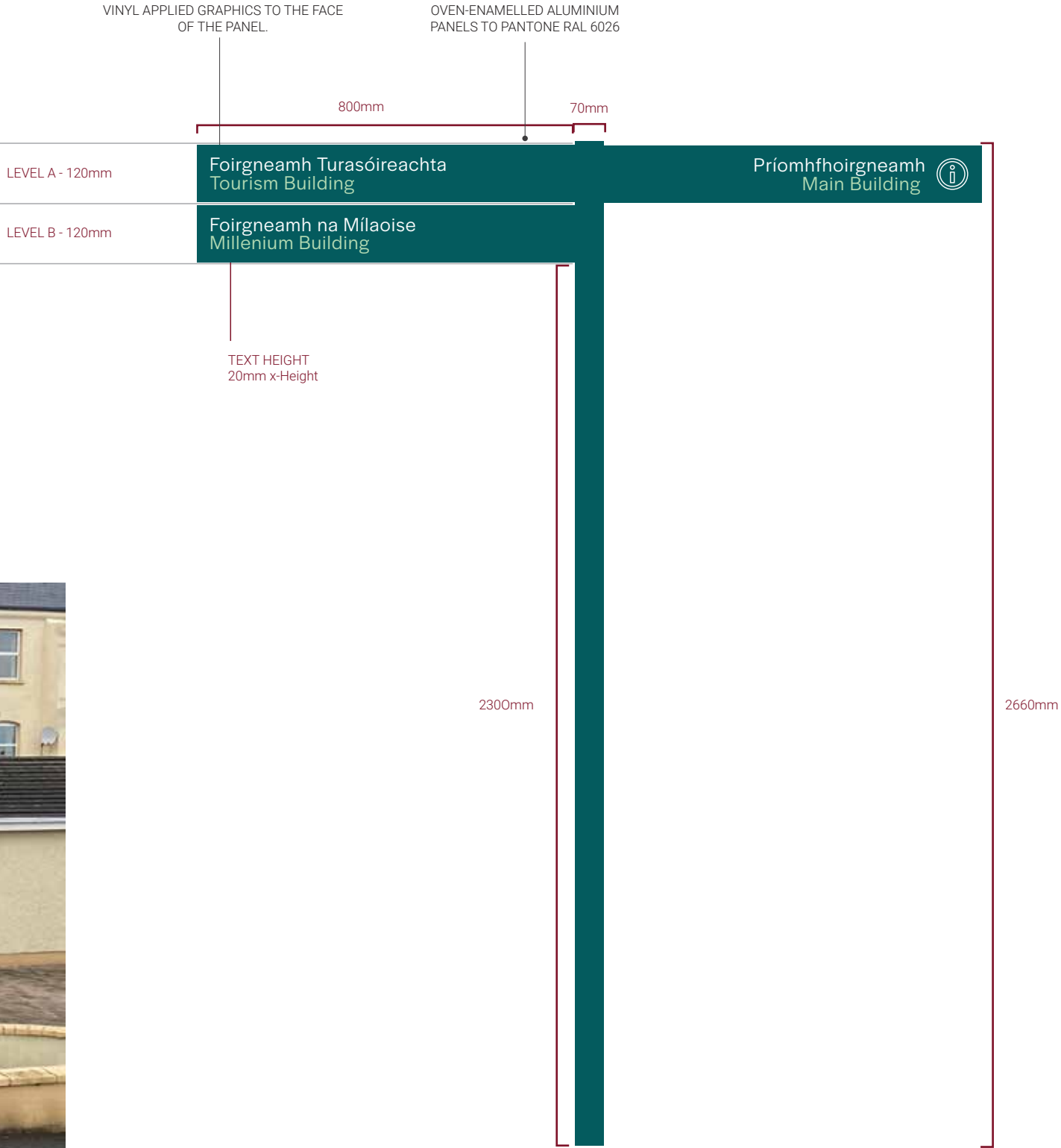
Fixation
Pole to be mounted into existing pole structure.

Colours

Matte White Vinyl

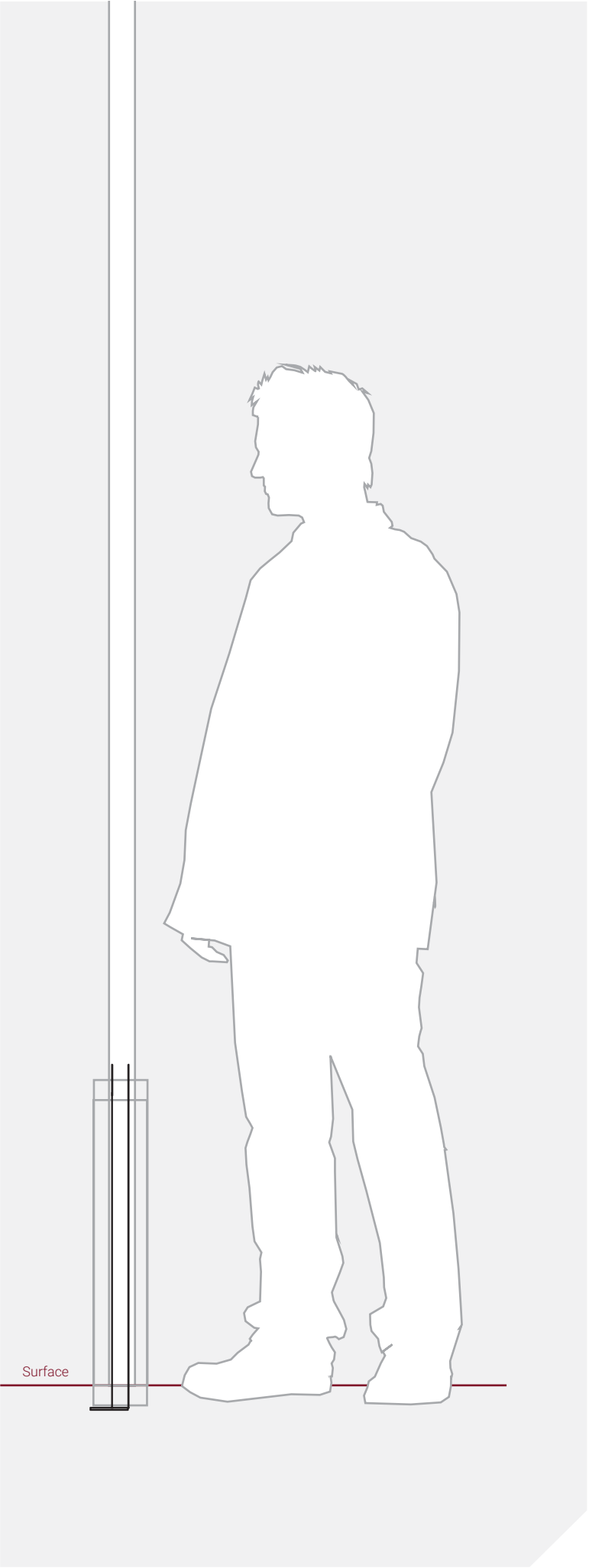
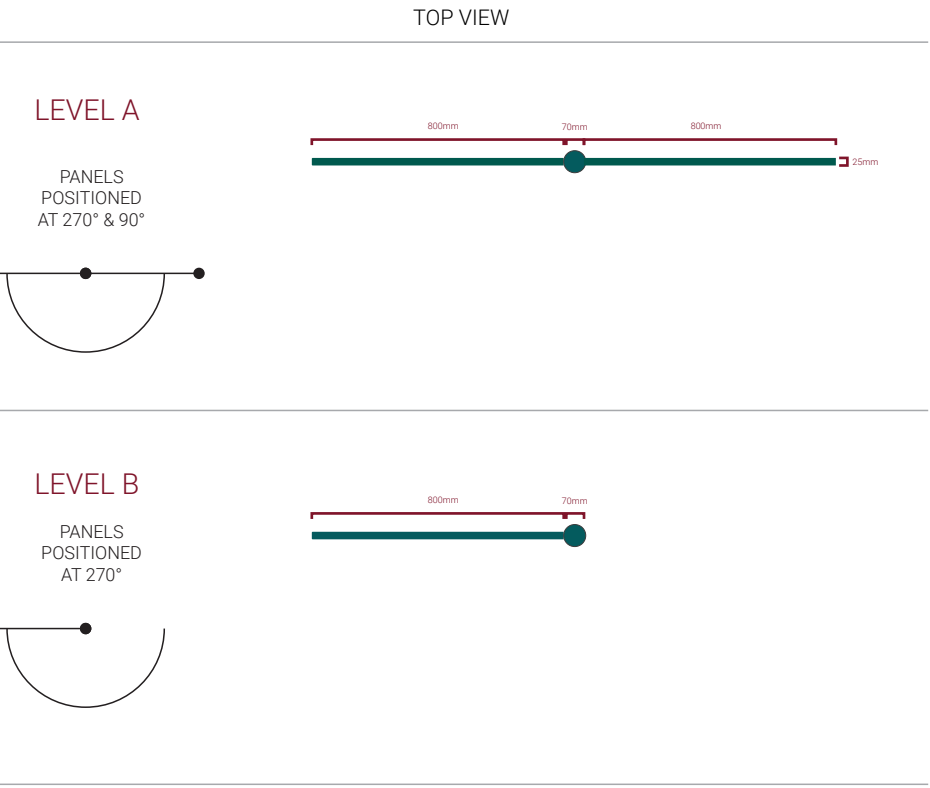
Pantone 328U

C31, M12, Y33, K0



FRONT VIEW

Scale 1:12



ST4-KILL-10 PEDESTRIAN DIRECTIONAL FINGERPOST

Paint Finish

Stove Enamelled 15% Gloss

Lettering Finish

Self Adhesive Vinyl

Fixation

850mm of the pole to be embedded
into ground. Overall pole length 3600mm

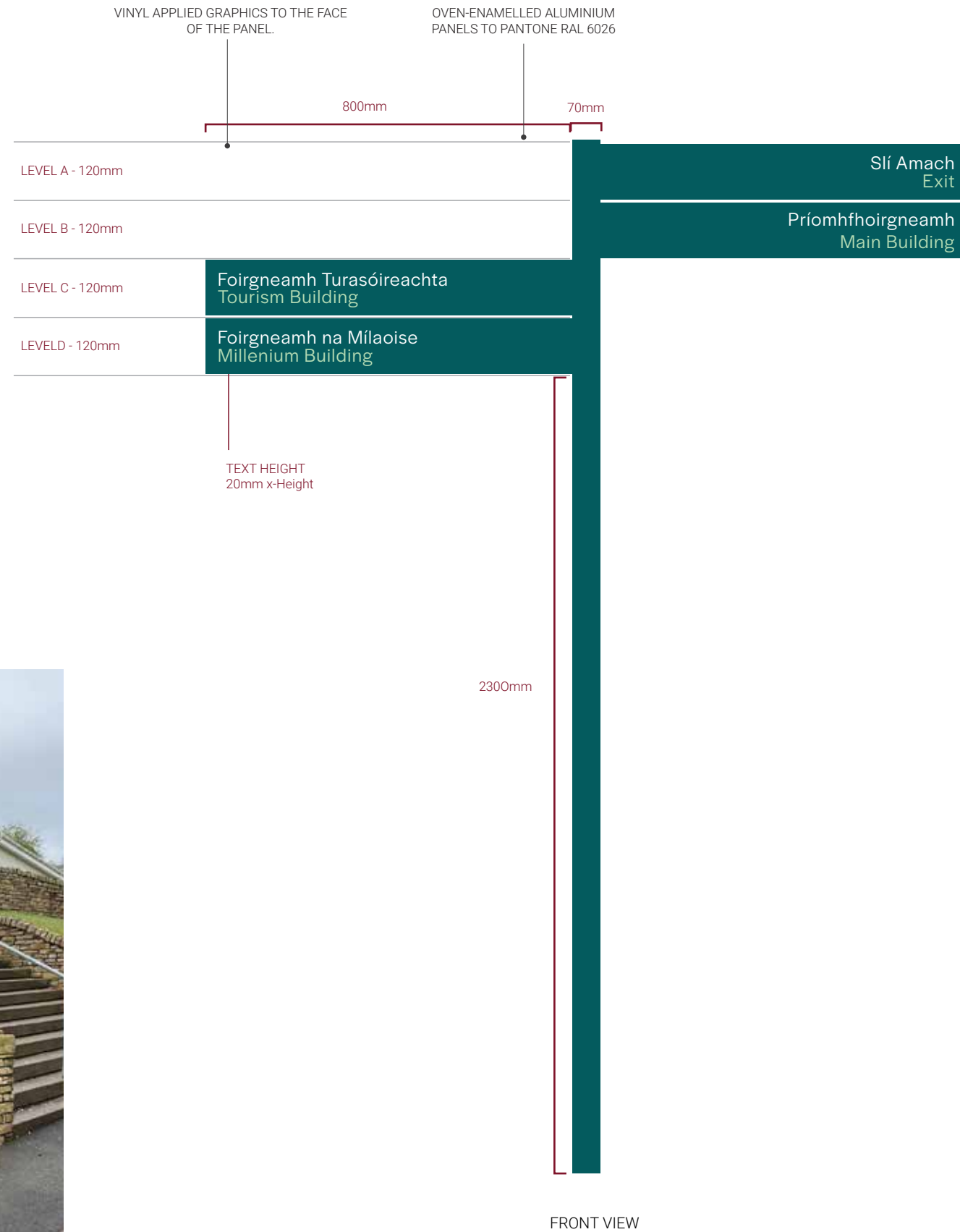
Colours



Matte White Vinyl

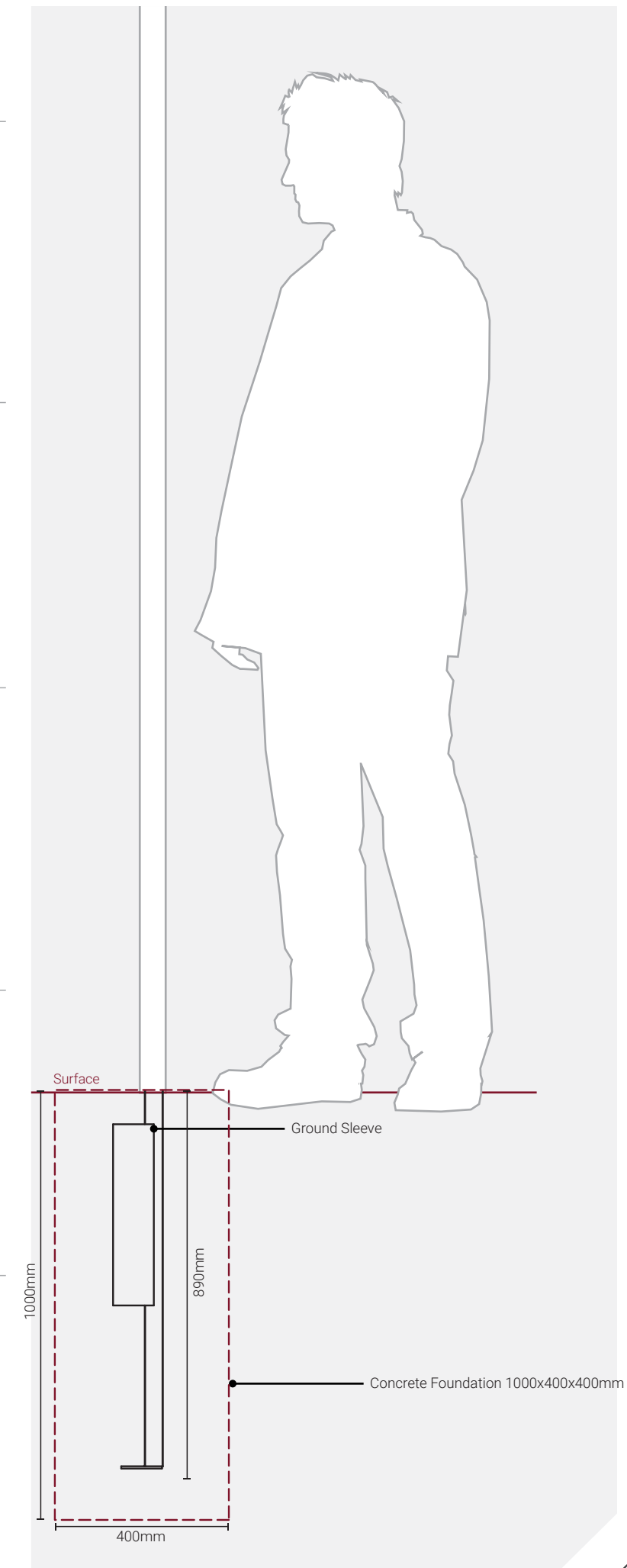
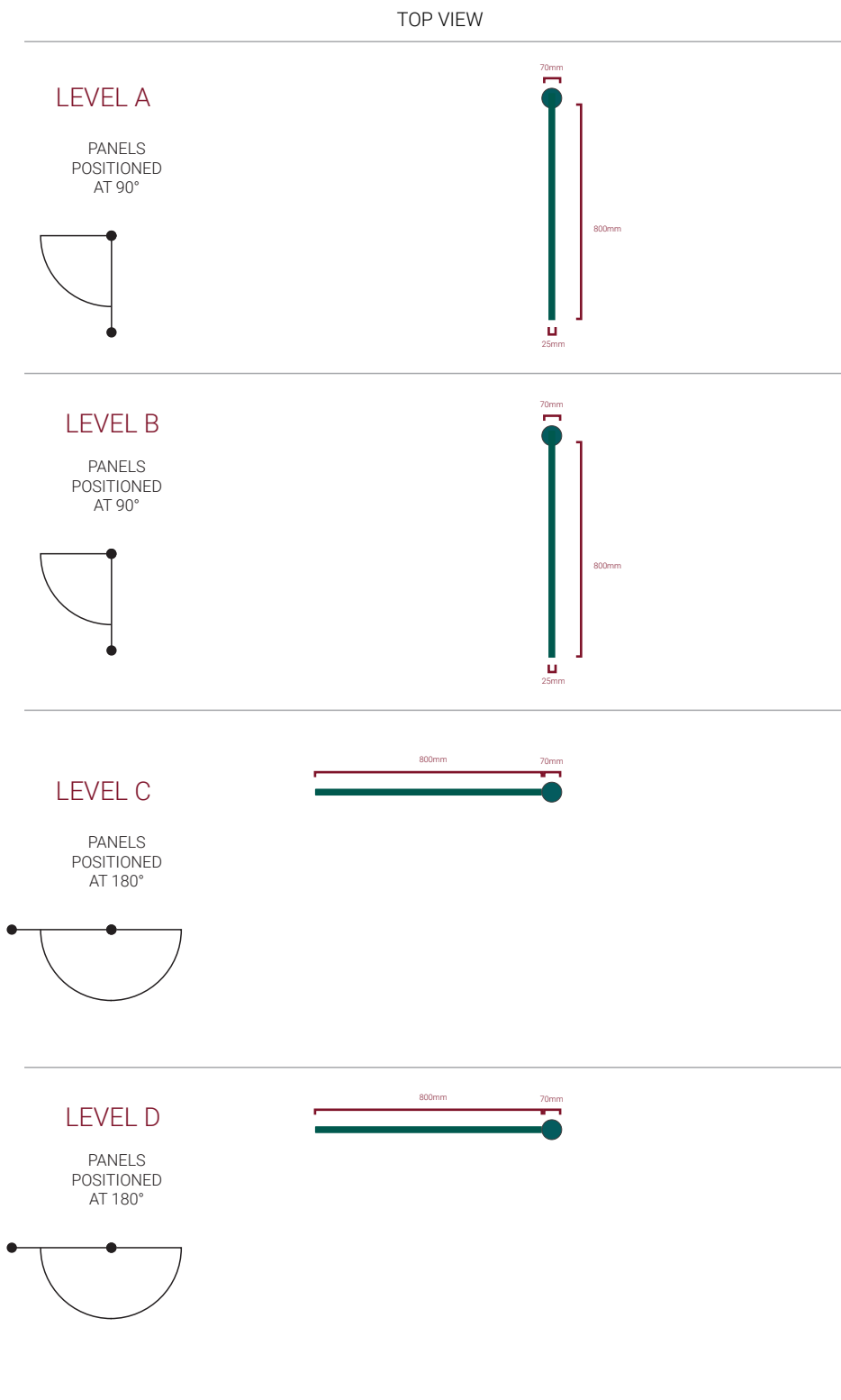


Pantone 328U



FRONT VIEW

Scale 1:12



Scale 1:10

ST4-KILL-12 PEDESTRIAN DIRECTIONAL FINGERPOST

Paint Finish
Stove Enamelled 15% Gloss

Lettering Finish
Self Adhesive Vinyl

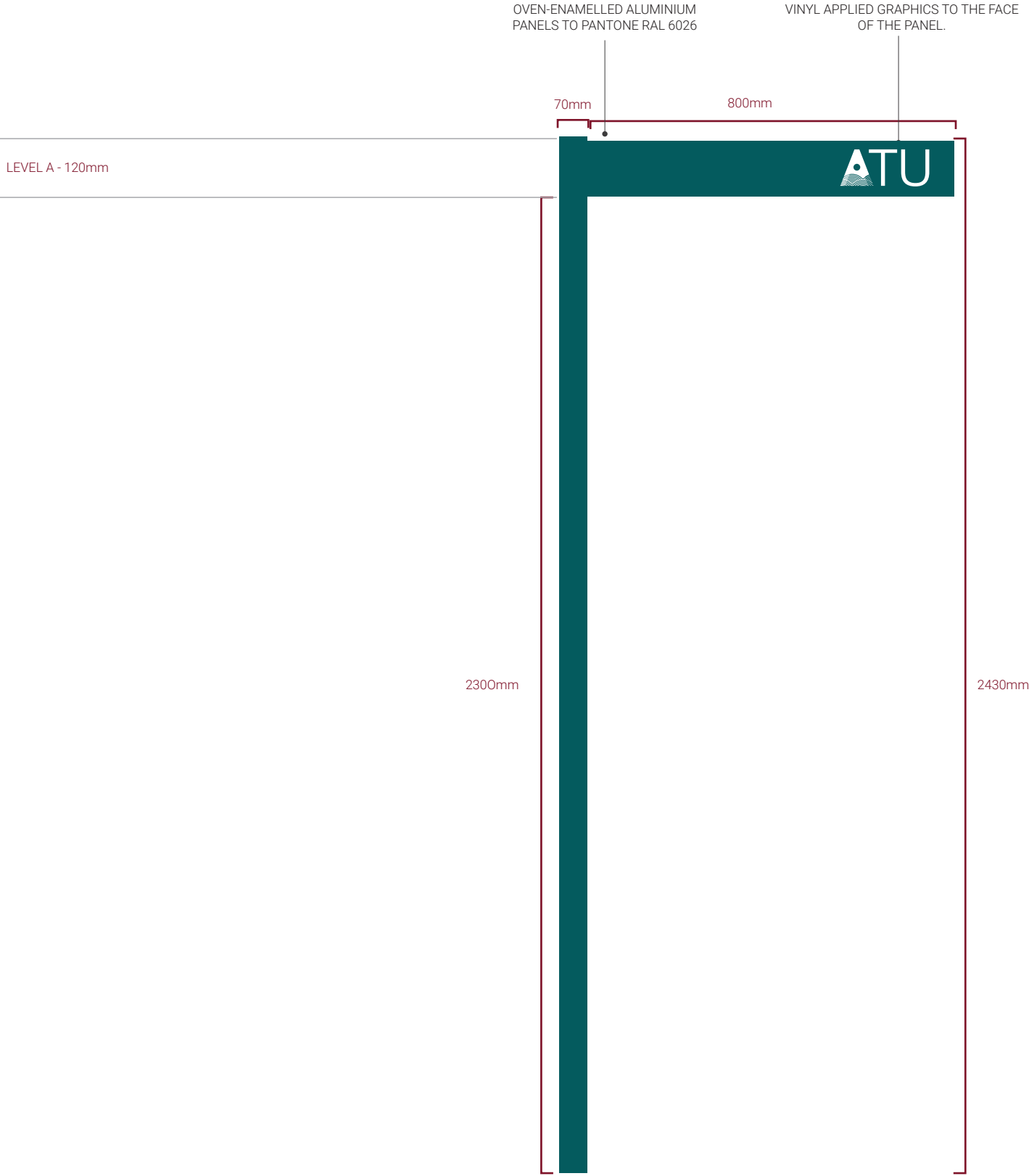
Fixation
850mm of the pole to be embedded
into ground. Overall pole length 3500mm

Colours

Matte White Vinyl

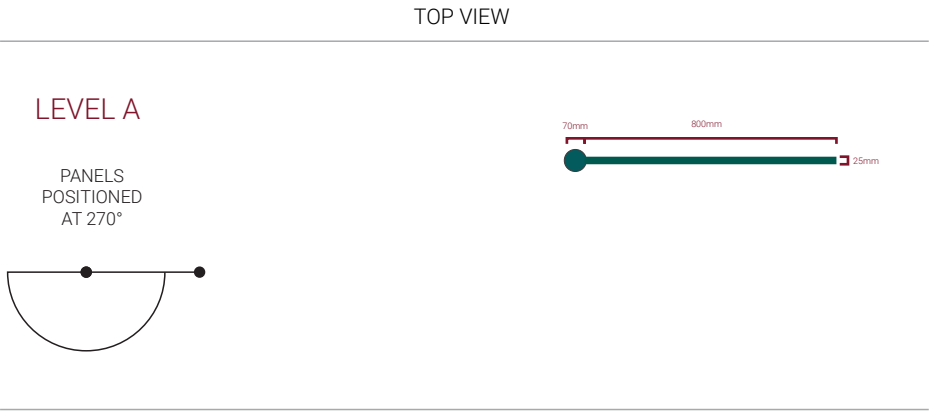
Pantone 328U

C31, M12, Y33, K0

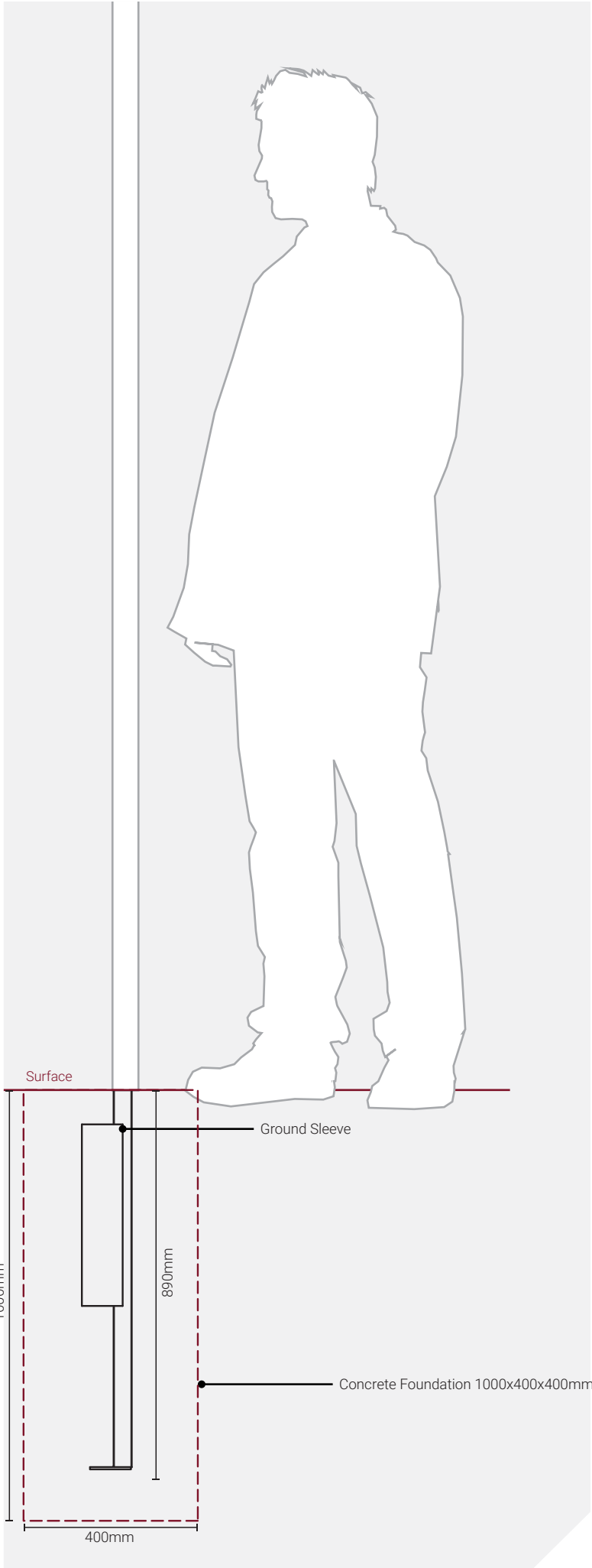


FRONT VIEW

Scale 1:12



TOP VIEW



Scale 1:10

ST4-KILL-999 PEDESTRIAN DIRECTIONAL FINGERPOST

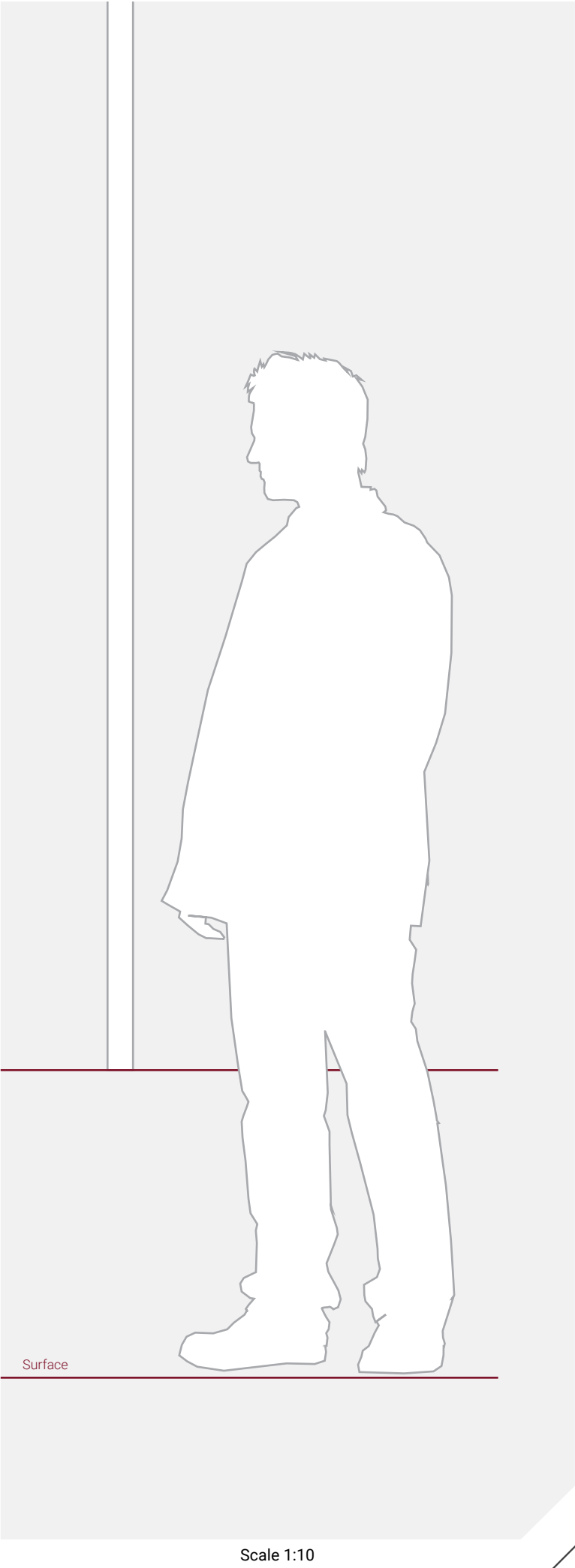
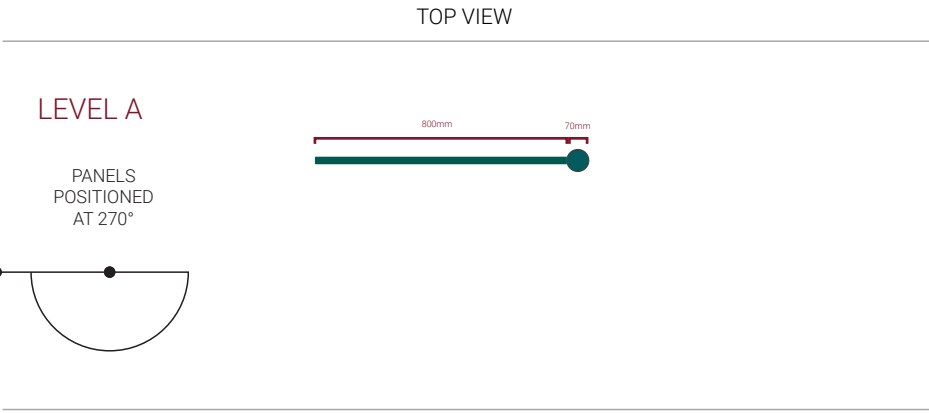
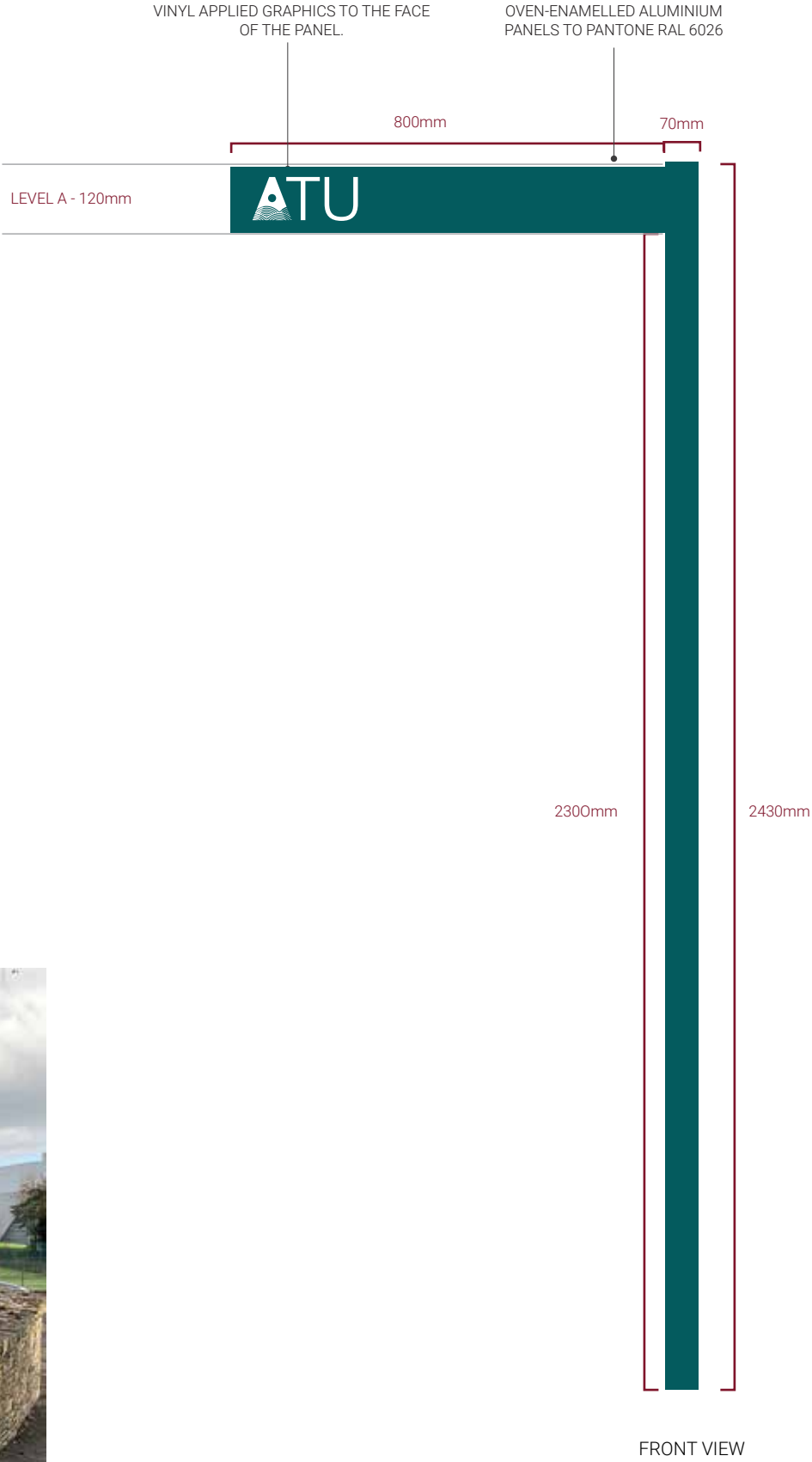
Paint Finish
Stove Enamelled 15% Gloss

Lettering Finish
Self Adhesive Vinyl

Fixation
850mm of the pole to be embedded
into ground. Pole to be cut to size on site.

USE EXISTING POST.

Colours



Scale 1:12

ST7-KILL-3 BUILDING IDENTIFICATION TOTEM

Material
2mm Aluminium

Paint Finish
Stove Enamelled 15% Gloss

Vinyl Finish
Self Adhesive Vinyl

Fixation
Ground Sleeves minus fins

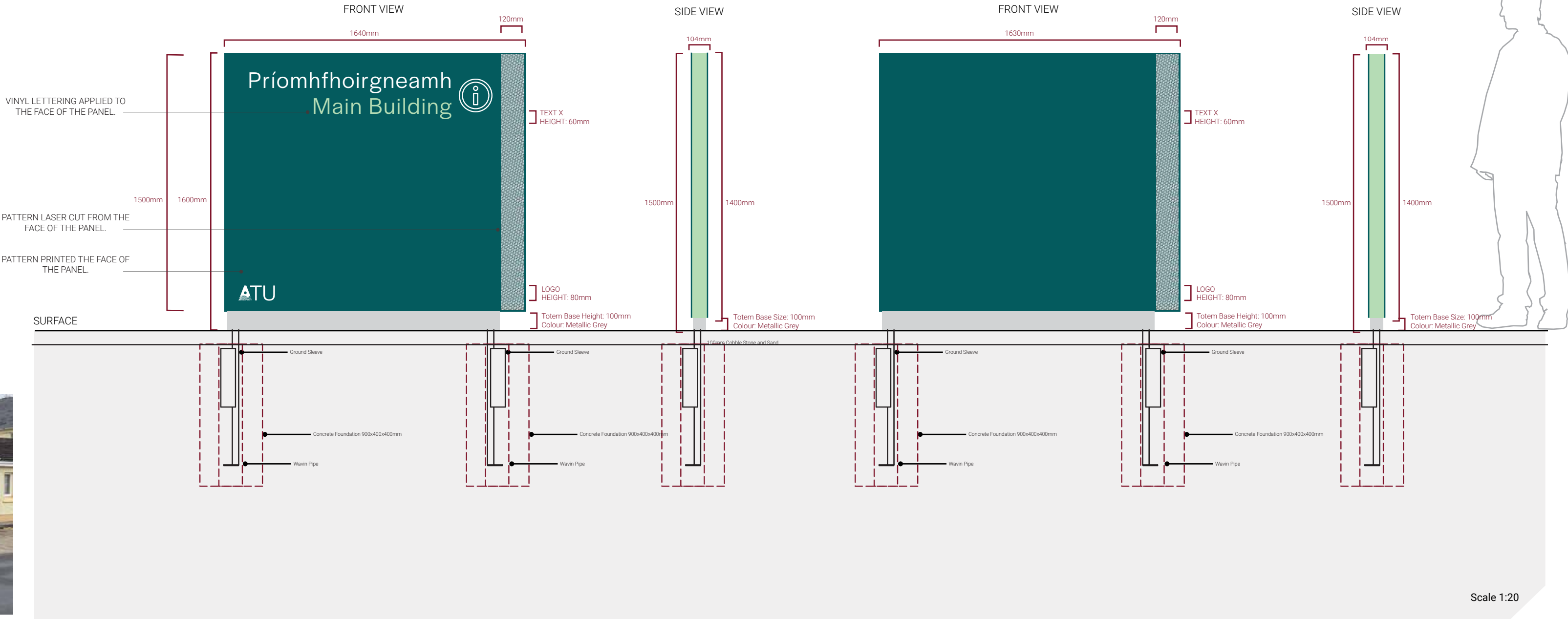
Colours

Matte White Vinyl

C31, M12, Y33, K0

Pantone 328U

CMYK COLOURS SUBJECT TO CHANGE



ST8-KILL-7 SITE IDENTIFICATION SIGN

- Material

3mm Aluminium
- Paint Finish

Stove Enamelled 15% Gloss
- Vinyl Finish

Mounting Adhesive

Colours

Matte White Vinyl

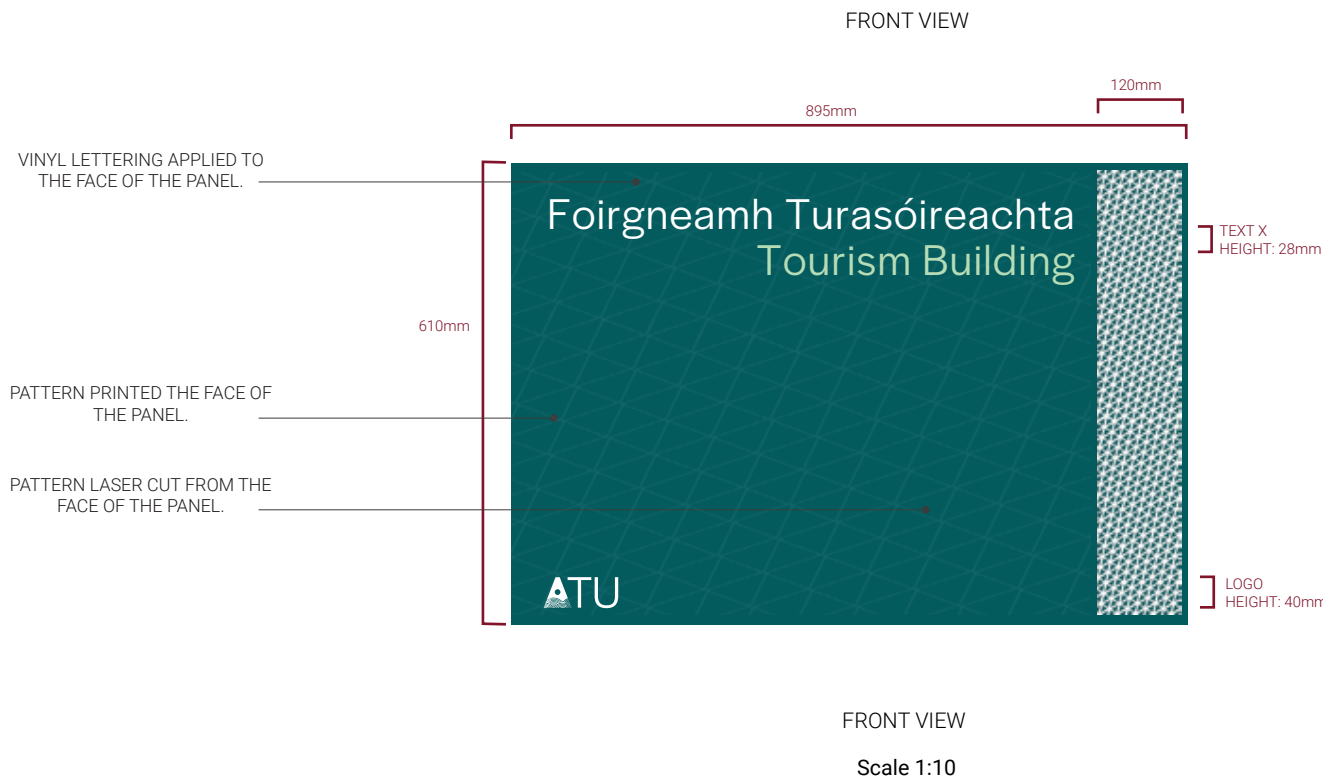
C31, M12, Y33, K0

Pantone 328U

CMYK COLOURS SUBJECT TO CHANGE

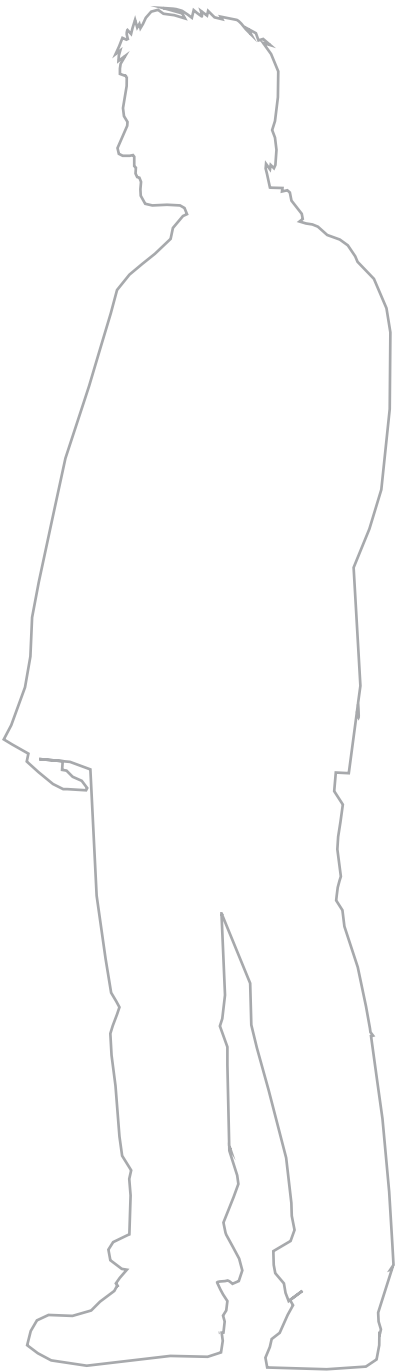


Laser match height to ST8-KILL-6



Laser match height to ST8-KILL-6

Scale 1:10



ST8-KILL-6 SITE IDENTIFICATION SIGN

Material
3mm Aluminium

Paint Finish
Stove Enamelled 15% Gloss

Vinyl Finish
Mounting Adhesive

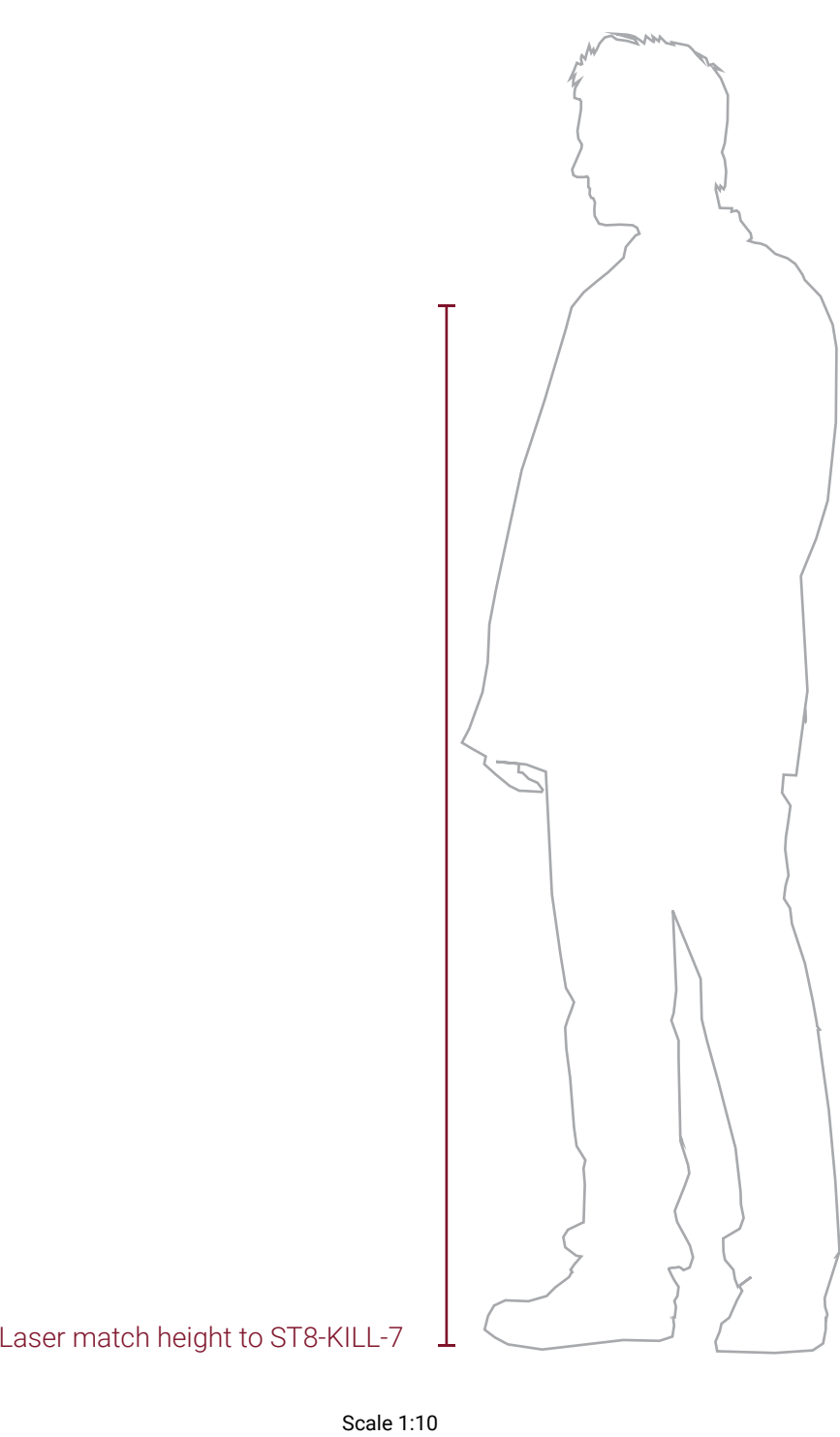
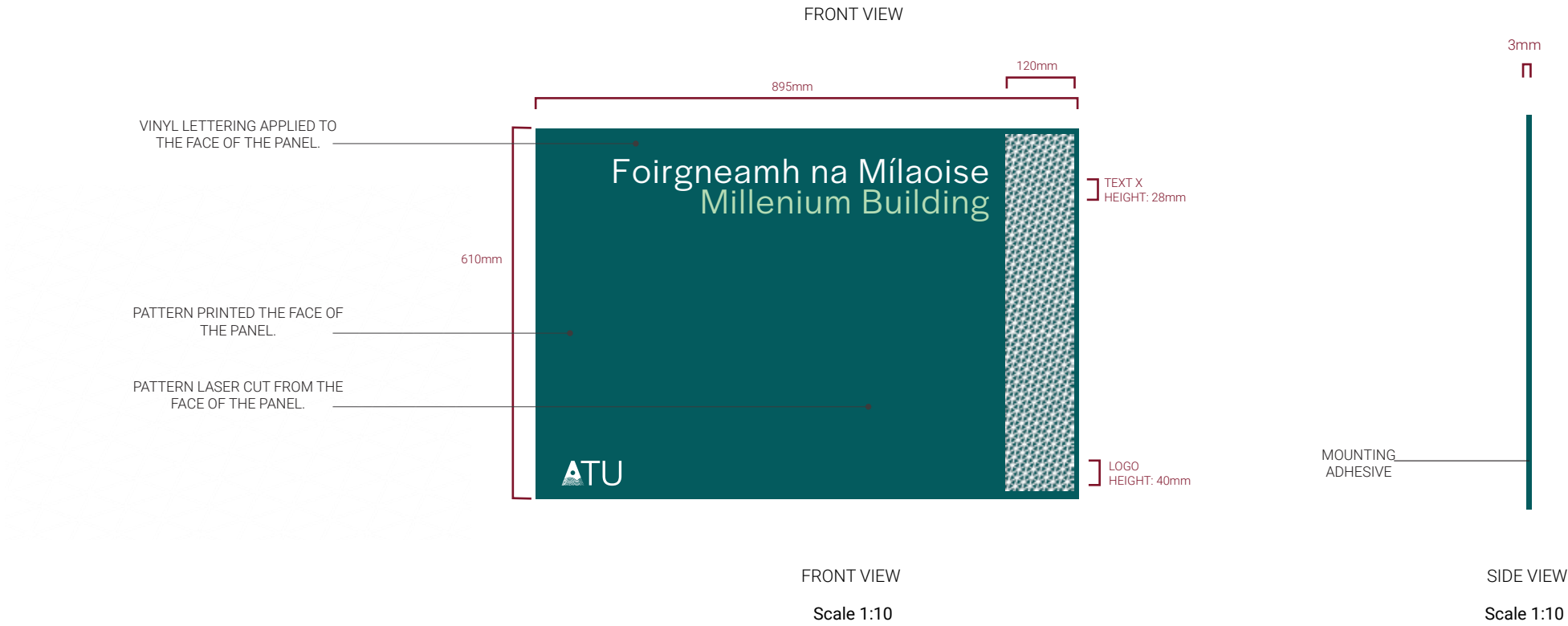
Colours

Matte White Vinyl

C31, M12, Y33, K0

Pantone 328U

CMYK COLOURS SUBJECT TO CHANGE



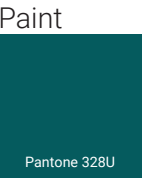
ST11-KILL-4 CAR PARK IDENTIFICATION SIGN

Paint Finish
Stove Enamelled 15% Gloss - Pantone 328U

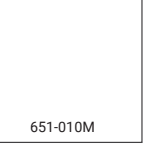
Vinyl Finish
Matte White Vinyl
Digitally Printed Vinyl

Fixation
Mounted with base plates

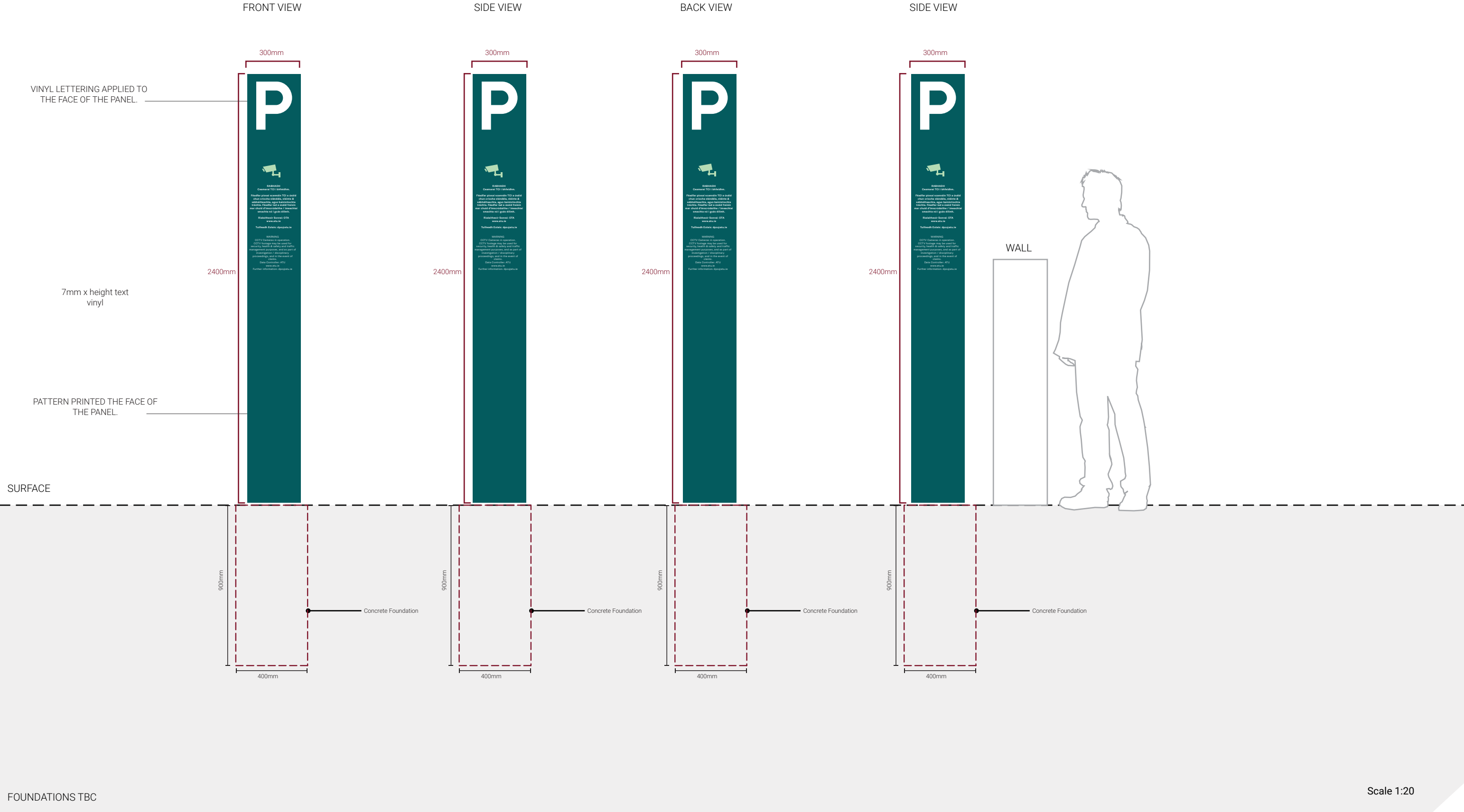
Colours



Pre-Coloured Vinyl



CMYK COLOURS SUBJECT TO CHANGE



Paint Finish
Stove Enamelled 15% Gloss - Pantone 328U

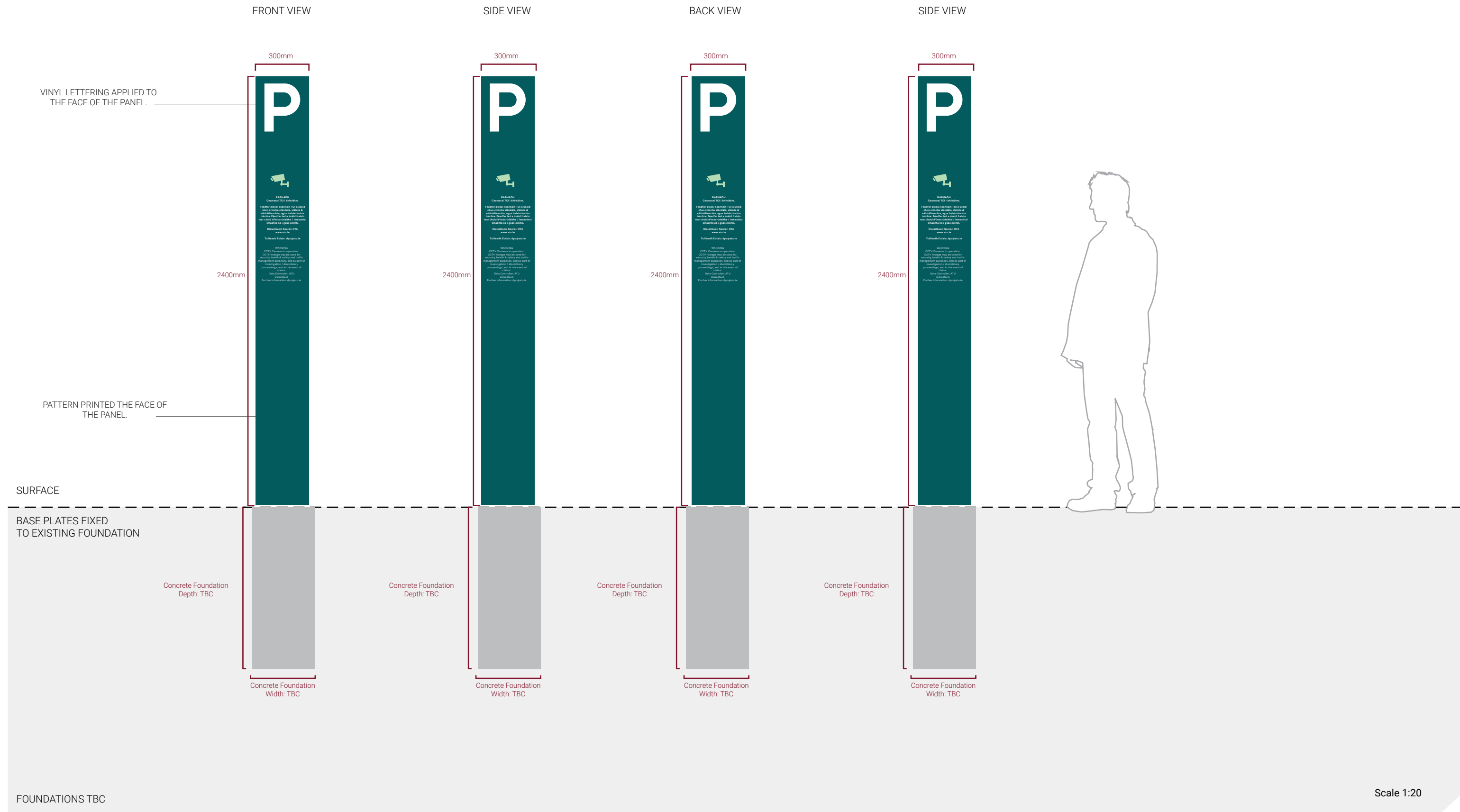
Fixation
Mounted with base plates

Paint



C0, M0, Y0, K0

CMYK COLOURS SUBJECT TO CHANGE



ST11-KILL-13 CAR PARK IDENTIFICATION SIGN

Paint Finish
Stove Enamelled 15% Gloss - Pantone 328U

Vinyl Finish
Matte White Vinyl
Digitally Printed Vinyl

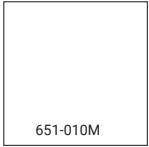
Fixation
Mounted with base plates

Colours

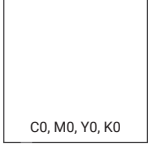
Paint



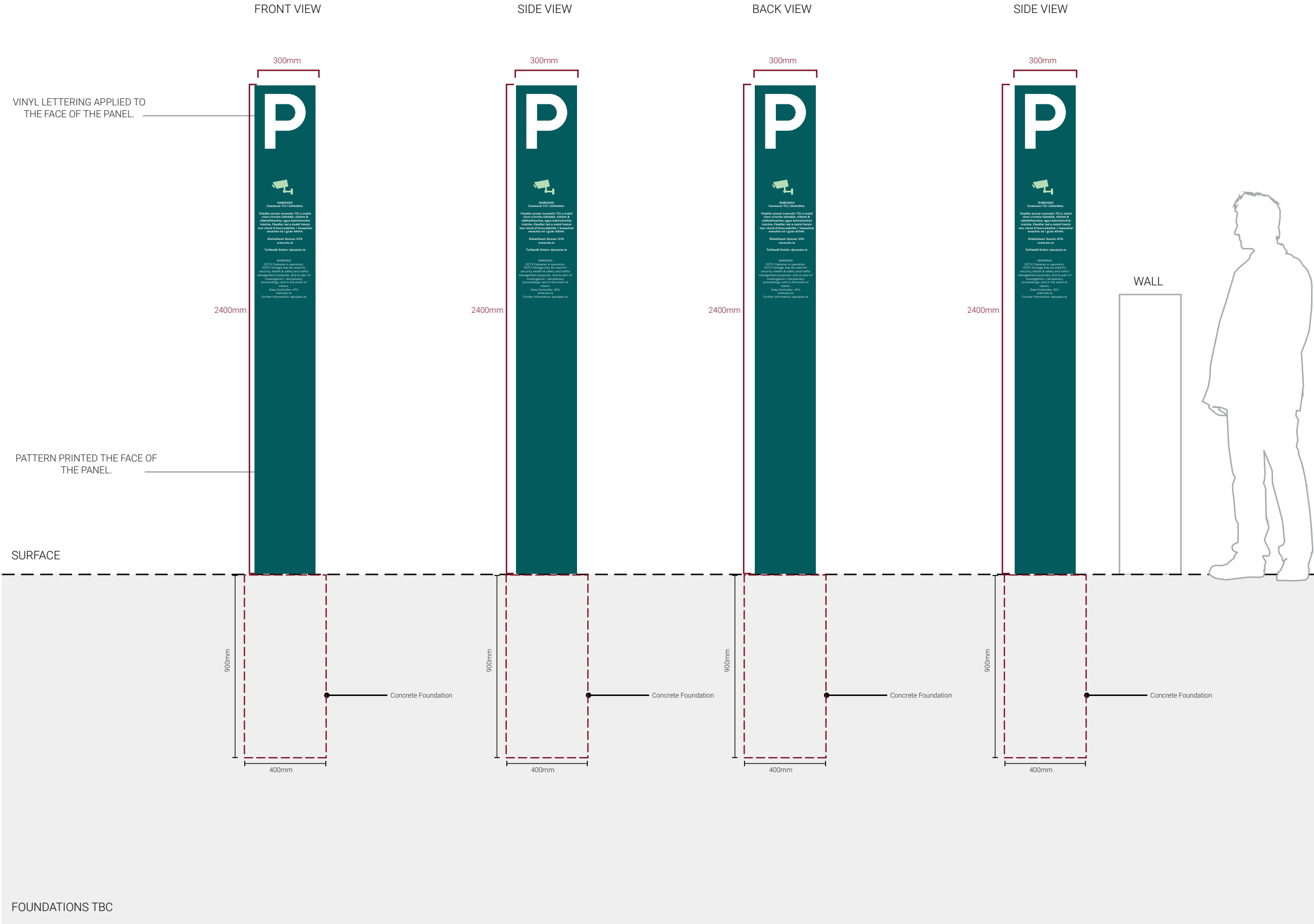
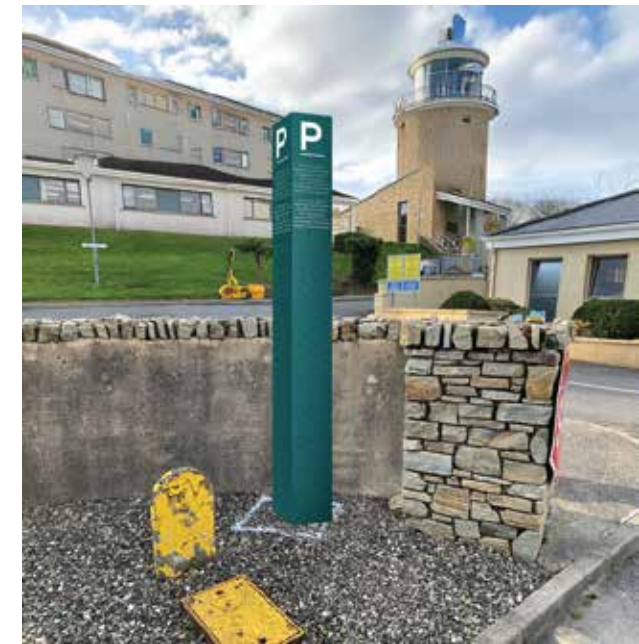
Pre-Coloured Vinyl



Print



CMYK COLOURS SUBJECT TO CHANGE



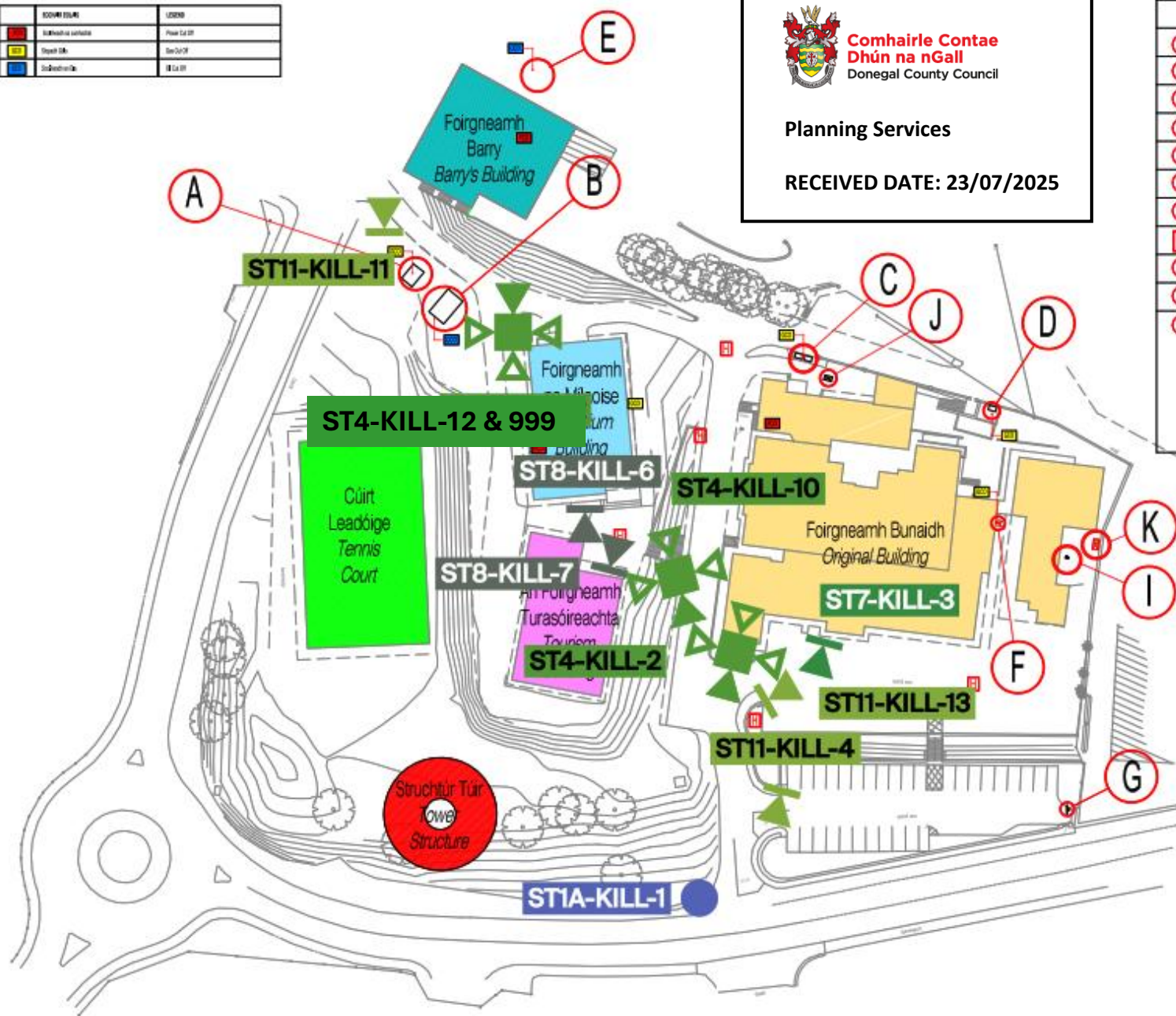
COLOUR CODE	LEGEND
Red	Fire Alarm Control Panel
Yellow	Fire Alarm Control Panel
Blue	Fire Alarm Control Panel



Planning Services

RECEIVED DATE: 23/07/2025

A	Umar GPL - Foirgneamh na Milaoise	11tonne LPG Tank Serving Millennium Building
B	Umar Ola - Foirgneamh Bunaith	12000L Oil Tank Serving Original Building
C	Umar GPL - Foirgneamh Bunaith	11tonne (X2) LPG Tanks Serving Original Building
D	Umar GPL - Foirgneamh Bunaith - Bloc G	11tonne LPG Tank Serving Original Building (G) Block
E	Umar Ola	2500L Below Ground Oil Storage Tank
F	Umar GPL - Foirgneamh Bunaith	34KG & 47KG LPG Tanks Serving Original Building
G	Pointe Tionóil Dóiteáin	Fire Assembly Point
H	Hodrant Dóiteáin	Fire Hydrant
I	Ionaire Faiche	Lawnmower
J	Stóras Ola Dramhaíola	200L Waste Oil Store
K	Toineanna éagsúla de ; phéint max 20ltr petreol max 20ltr ola max 5ltr dhá bhualle max 5ltr	Various volumes of ; paint max 20ltr petrol max 20ltr oil max 5ltr 2-stroke max 5ltr



Scoil na Turasóireachta School of Tourism lyit Lúthleas Lúthleas Lúthleas	
Bealaí Éolaithe / Faisnéis Sábhailteachta Dóiteáin	
Escape route / Fire Safety Information	
Leibhéal 1	Level 1
Plean Lálthreola	
Site Plan	
11 / 00 / 2011	



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

Áras an Chontae,
Leifear,
Contae Dhún na nGall, F93 Y622

County House,
Lifford,
County Donegal, F93 Y622

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E: info@donegalcoco.ie
W: www.donegalcoco.ie
W: www.ccdhunnangall.ie

Planning Services
E: planning@donegalcoco.ie

E-mail: [REDACTED]

Our Ref: S525/68

28th August, 2025

Atlantic Technological University
C/o Ben Austen

Re: Section 5 - Application for development at ATU, Shore Road, Killybegs, F94 DV52

A Chara,

I wish to acknowledge receipt of your recent application received in relation to the above.

Yours sincerely,

Martina Parke

Donegal County Council
Planning Services



SECTION 5 REFERRAL REPORT – Ref.No: 25/68

Donegal County Council

1.0 COMMENTS

The subject site is the existing ATU campus in Killybegs.

The proposed works are as follows:

1. Replace 1 no. entrance sign at roadway
2. Replace existing directional signage and replace with 1 no. finger post adjacent to main building
3. Install 1 no. fingerpost at Millenium and Tourism building
4. Install 1 no. fingerpost at rear of Millenium building
5. Replace existing CCTV signage with 1 no. fingerpost at rear of Millenium building
6. Install 1 no. building identification Totem adjacent to main building entrance
7. Install 2 no. Building identification signs to Millenium and Tourism buildings
8. Installation of 3 no. carpark totems at 3 carpark

The existing complex is not on the Council's Record of Protected Structures nor is it included on the National Inventory of Architectural Heritage. The entire site is located within the settlement boundary of Killybegs and is of high scenic amenity in the County Development Plan 2024-2030.

2.0 EVALUATION

In preparing the assessment for this reference, regard has been had to the following statutory provisions:

3.0 Planning and Development Act, 2000 (as amended)

Section 2(1)

In this Act, except where the context otherwise requires –

"structure" means any building, structure, excavation, or other thing constructed or made on, in or under any land, or any part of a structure so defined, and

(a) where the context so admits, includes the land on, in or under which the structure is situate ...

"works" includes any act or operation of construction, excavation, demolition, extension, alteration, repair or renewal ...

Section 3(1)

"Development" in this Act means, except where the context otherwise requires, the carrying out of any works on, in, over or under land or the making of any material change in the use of any structures or other land.

Section 177U(9)

"In deciding upon a declaration for the purposes of Section 5 of this Act a planning authority or the Board, as the case may be, shall where appropriate, conduct screening for appropriate assessment in accordance with the provisions of this section".

Section 4 of the Planning and Development Act 2000 (as amended)

‘(1) The following shall be exempted developments for the purposes of this Act

—

(h) development consisting of the carrying out of works for the maintenance, improvement or other alteration of any structure, being works which affect only the interior of the structure or which do not materially affect the external appearance of the structure so as to render the appearance inconsistent with the character of the structure or of neighbouring structures.’

4.0 ASSESSMENT

4.1 Consideration of Proposed Development:

- (i) The site area is an established third level college.
- (ii) The proposed works are part of an updated wayfinding signage scheme on the campus grounds.
- (iii) The proposed signage comprises a change in colour to dark green and comprises single totem and fingerpost type signs. None of the signage is shown to be illuminated. Any signage adjacent to the entrance to the site is on the footprint of existing signage and does not impact on visibility for traffic exiting the site.
- (iv) It is considered that the proposed works noted above constitute “development” within the meaning of the Act, being works, but is exempted development coming within the scope of Section 4 (h) of the Planning & Development Act 2000 (as amended).
- (v) Appropriate assessment is not a consideration in the assessment of this referral.

4.2 Conclusion:

It is considered that:

Replacement of existing and installation of new signage within the ATU campus constitutes “development” within the meaning of the Act, being works, but is exempted development under the scope of Section 4 (1)(h) of the Planning & Development Act 2000 (as amended).

It should also be noted that in determining the subject section 5 referral regard was had to recent Section 5 referrals to An Bord Pleanala for determination.

5.0 RECOMMENDATION

IT IS HEREBY RECOMMENDED THAT A DECLARATION BE MADE THAT THE SUBJECT MATTER OF THE REQUEST AS ABOVE -

IS Development

&

IS Exempted Development

WITHIN THE MEANING OF THE ABOVE ACT

The proposal to:

Replace existing and install new signage within the ATU campus in Killybegs

The Planning Authority, in considering this referral, had regard particularly to:

- (a) Section 2 (i), 3 (i), 177U (9) and
- (b) Section 4 (1) (h) of the Planning & Development Act 2000 (as amended).

And concluded that:

The proposal is development and is exempted development coming within the scope of Section 4 (1) (h) of the Planning & Development Act 2000 (as amended).

A. Quinn

Executive Planner
Development Applications Unit
28/08/2025.

FS

Frank Sweeney
Senior Executive Planner
Community Development & Planning Services
02/09/2025

Chief Executive's Order No: 2025PH2574

Planning and Development Acts 2000 (as amended)

SECTION 5:-

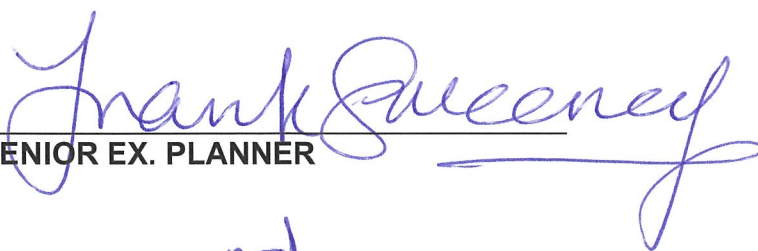
Request received 23rd July 2025 from Ben Austen, c/o Atlantic Technological University, Port Road, Letterkenny, Co. Donegal, F92 FC93 in relation to the replacement of existing and installation of additional minor wayfinding signage on the grounds of the campus as part of improvements to directional signage at Atlantic Technological University, Shore Road, Killybegs, Co. Donegal, F94 DV52.

SUBMITTED:-

Written request received 23rd July 2025 as above and report dated 28th August 2025 from the Executive Planner (Ref. No: S5 25/68 refers).

ORDER:-

Having considered the said request, the report of the Executive Planner, and the record forwarded to the Council by An Coimisiún Pleanála. in compliance with Sub-Section 6(c) of the said Section I have concluded that a declaration on the questions in the said request should be made in the terms of that in the Schedule to this Order, the main reasons and considerations therefore being detailed therein. I therefore Order that the declaration issue to the said requester and the owners/occupiers of the land concerned and, further, that it be entered in the Council's Planning Register in compliance with Sub-Section (5) of the said Section.


SENIOR EX. PLANNER

DATED THIS 2nd DAY OF SEPTEMBER 2025

nmf

Chief Executive's Order No: 2025PH2574

Ref.No: S5 25/68

SCHEDULE

IT IS HEREBY DECLARED THAT THE SUBJECT MATTER OF THE REQUEST AS ABOVE

IS Development

IS Exempted Development

WITHIN THE MEANING OF THE ABOVE ACT

The Planning Authority in considering this referral, had regard particularly to:

- Section 2 (i), 3 (i), 177U (9) and
- Section 4 (1) (h) of the Planning & Development Act 2000 (as amended).

And concluded that:

The proposal **IS DEVELOPMENT** within the meaning of the Planning and Development Act 2000 (as amended) and **IS EXEMPTED DEVELOPMENT** as it comes within the scope of Section 4 (1) (h) of the Planning & Development Act 2000 (as amended).

JS 02/09.



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

Áras an Chontae,
Leifear,
Contae Dhún na nGall, F93 Y622

County House,
Lifford,
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Ref. No: S525/68

2nd September 2025

BEN AUSTEN
C/O ATLANTIC TECHNOLOGICAL UNIVERSITY
PORT ROAD
LETTERKENNY
CO. DONEGAL
F92 FC93

Re: Replacement of existing and installation of additional minor wayfinding signage on the grounds of the campus as part of improvements to directional signage at Atlantic Technological University, Shore Road, Killybegs, Co. Donegal, F94 DV52.

A Chara,

I refer to your request received on 23rd July 2025 under Section 5 of the Planning and Development Act, 2000 (as amended). Same has now been decided and I now issue to you herewith the Council's Declaration thereon. You are now advised that, in accordance with Section 5 (3) (a) of the Planning & Development Act, 2000 (as amended) where a Declaration is issued, any person issued with such a Declaration may, on payment to An Coimisiún Pleanála. of such fee as may be prescribed, refer a Declaration for review by the Commission within 4 weeks of the date of issuing of the Declaration.

Mise, le meas,

**For Senior Ex. Planner
Planning Services**

/RMcC

Planning and Development Acts, 2000 (as amended)
(Declaration and Referral on Development and Exempted Development)

DECLARATION

Chief Executive's Order No: 2025PH2574

Reference No: S5 25/68

Name of Requester: BEN AUSTEN
C/O ATLANTIC TECHNOLOGICAL UNIVERSITY
PORT ROAD
LETTERKENNY
CO. DONEGAL
F92 FC93

Summarised Description of development the subject matter of request:

Replacement of existing and installation of additional minor wayfinding signage on the grounds of the campus as part of improvements to directional signage

Location: Atlantic Technological University, Shore Road, Killybegs, Co. Donegal, F94 DV52.

.IT IS HEREBY DECLARED THAT THE SUBJECT MATTER OF THE REQUEST AS ABOVE

IS Development

IS Exempted Development

WITHIN THE MEANING OF THE ABOVE ACT

The Planning Authority in considering this referral, had regard particularly to:

- Section 2 (i), 3 (i), 177U (9) and
- Section 4 (1) (h) of the Planning & Development Act 2000 (as amended).

And concluded that:

The proposal **IS DEVELOPMENT** within the meaning of the Planning and Development Act 2000 (as amended) and **IS EXEMPTED DEVELOPMENT** as it comes within the scope of Section 4 (1) (h) of the Planning & Development Act 2000 (as amended).



For Senior Ex. Planner
Planning Services

Dated this 2nd day of September 2025