



COMHAIRLE | CLARE
CONTAE AN CHLÁIR | COUNTY COUNCIL

Registered Post

**Rev Victoria Lynch
Coor East
Mullagh
Co. Clare
V95 VE83**

22nd March 2024

Section 5 referral Reference R24-22 – Rev Victoria Lynch

Is the temporary change of use for St. Columba's Rectory, Bindon Street, Ennis development and if so, is it exempted development?

A Chara,

I refer to your application received on 28th February 2024 under Section 5 of the Planning & Development Act 2000 (as amended) in relation to the above.

The Planning Authority has considered the matter and I attach herewith the Council's findings in this matter.

Where a declaration is issued by the Planning Authority, any person issued with a declaration, may on payment to an Bord Pleanála of the required fee, refer a declaration for review by An Bord Pleanála within 4 weeks of the date of the issuing of the declaration. Details on making such appeal are available on the Board's website at www.pleanala.ie

Mise, le meas

Anne O'Gorman
Staff Officer
Planning Department
Economic Development Directorate

An Roinn Pleanála
An Stiúthóireacht Forbairt Gheilleagrach
Áras Contae an Chláir, Bóthar Nua, Inis, Co. an Chláir, V95 DXP2

Planning Department
Economic Development Directorate
Áras Contae an Chláir, New Road, Ennis, Co. Clare, V95 DXP2



CLARE COUNTY COUNCIL

SECTION 5 OF THE PLANNING AND DEVELOPMENT ACT 2000 AS AMENDED

DECLARATION ON DEVELOPMENT AND/OR EXEMPTED DEVELOPMENT

Chief Executive's Order No:

83310

Reference Number:

R24-22

Date Referral Received:

28th February 2024

Name of Applicant:

Rev Victoria Lynch

Location of works in question:

St. Columba's Rectory, Bindon Street, Ennis
Co. Clare

Section 5 referral Reference R24-22 – Rev Victoria Lynch

Is the temporary change of use for St. Columba's Rectory, Bindon Street, Ennis development and if so, is it exempted development?

AND WHEREAS Clare County Council, in considering this referral, had regard in particular to –

- (a) Sections 2,3 and 4 of the Planning and Development Act 2000, as amended,
- (b) Articles 5, 6 and 9 of the Planning and Development Regulations 2001, as amended
- (c) Class 14 and 15, Part 1 of Schedule 2 of the Planning and Development Regulations 2001, as amended.
- (d) Part 4 of Schedule 2 of the Planning and Development Regulations 2001, amended.
- (e) The works as indicated in submitted documents from the referrer including the intended temporary change of use.

AND WHEREAS Clare County Council has concluded:

- (a) The proposed change of use constitutes "works" which come within the scope of section 2 (1) of the Planning and Development Act 2000, as amended,
- (b) The said works (change of use) constitute "development" which comes within the scope of section 3 (1) of the Planning and Development Act 2000, as amended,
- (c) The said development consisting of a temporary change of use for St. Columba's Rectory, Bindon Street, Ennis, Co. Clare is development having regard to Section 2 and 3 of the Planning and Development Act 2000, as amended and would constitute a material change of use to the existing residential dwellinghouse.
- (d) There are no provisions under the Planning and Development Act 2000, as amended or the Planning and Development Regulations 2001, as amended, that would render the subject change of use as exempted development.

ORDER: Whereas by Chief Executive's Order No. HR 152 dated 9th April 2021, Pat Dowling, Chief Executive for Clare County Council, did, pursuant to the powers conferred on him by Section 154 of the Local Government Act 2001, delegate to Gareth Ruane, Senior Executive Planner, the powers, functions and duties as set out herein,

NOW THEREFORE pursuant to the delegation of the said powers, functions and duties and under Section 5(2)(a) of the Planning & Development Act 2000 (as amended) and having considered the various submissions and reports in connection with the referral described above, I, Gareth Ruane, Senior Executive Planner, hereby declare that the temporary change of use for St. Columba's Rectory, Bindon Street, Ennis, Co. Clare is **considered development** which is **not exempted development**.

Signed: 
GARETH RUANE
SENIOR EXECUTIVE PLANNER 

Date: 22nd March 2024

**DECLARATION ISSUED UNDER SECTION 5 OF THE
PLANNING & DEVELOPMENT ACT 2000 (AS AMENDED)**

Reference No.: R24-22



Section 5 referral Reference R24-22

Is the temporary change of use for St. Columba's Rectory, Bindon Street, Ennis development and if so, is it exempted development?

AND WHEREAS, Rev Victoria Lynch has requested a declaration from Clare County Council on the said question.

AND WHEREAS Clare County Council, in considering this referral, had regard in particular to –

- (a) Sections 2,3 and 4 of the Planning and Development Act 2000, as amended,
- (b) Articles 5, 6 and 9 of the Planning and Development Regulations 2001, as amended
- (c) Class 14 and 15, Part 1 of Schedule 2 of the Planning and Development Regulations 2001, as amended.
- (d) Part 4 of Schedule 2 of the Planning and Development Regulations 2001, amended.
- (e) The works as indicated in submitted documents from the referrer including the intended temporary change of use.

And whereas Clare County Council has concluded:

- (a) The proposed change of use constitutes "works" which come within the scope of section 2 (1) of the Planning and Development Act 2000, as amended,
- (b) The said works (change of use) constitute "development" which comes within the scope of section 3 (1) of the Planning and Development Act 2000, as amended,
- (c) The said development consisting of a temporary change of use for St. Columba's Rectory, Bindon Street, Ennis, Co. Clare is development having regard to Section 2 and 3 of the Planning and Development Act 2000, as amended and would constitute a material change of use to the existing residential dwellinghouse.
- (d) There are no provisions under the Planning and Development Act 2000, as amended or the Planning and Development Regulations 2001, as amended, that would render the subject change of use as exempted development.

THEREFORE: The Planning Authority in exercise of the powers conferred on it by Section 5 of the Planning and Development Act, 2000 (as amended), hereby decides that:

The proposed development consisting of the temporary change of use for St. Columba's Rectory, Bindon Street, Ennis, Co. Clare **constitutes development** which is **not exempted development** as defined within the Planning & Development Acts, 2000 (as amended) and associated regulations.

A handwritten signature in blue ink that reads "Anne O'Gorman" followed by a horizontal line.

Anne O'Gorman
Staff Officer
Planning Department
Economic Development Directorate

22nd March 2024

**CLARE COUNTY COUNCIL
SECTION 5 REFERRAL REPORT**

Reference No: R24 22
Applicant: Rev. Victoria Lynch
Location: St. Columba's Rectory, Bindon Street, Ennis, Co. Clare
Proposal: Whether the temporary change of use for St. Columba's Rectory, Bindon Street, Ennis, Co. Clare is or is not development and is / is not exempted development?
Due Date: 26th March 2024

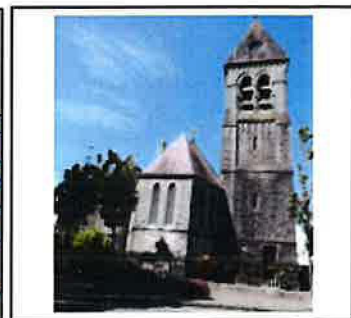
Introduction

This proposal is a request for a declaration under Section 5 of the Planning and Development Act, 2000 as amended to determine whether or not the following constitutes exempted development:

Whether the temporary change of use for St. Columba's Rectory, Bindon Street, Ennis, Co. Clare is or is not development and is / is not exempted development?

The subject site is located on Bindon Street and is accessed via a vehicular gate access. The site accommodates an existing, detached, two storey residential unit with a gravelled area to the front with minimal planting or greenery and happens to share (despite being separated) the site with St. Columba's Church of Ireland (Protected Structure No: 712). Furthermore, the site is located within the ACA, within a Recorded Monument Zone of Notification and Ennis Town Centre with varying commercial business located close by including financial institutions, insurance broker and law firms. The query relates to the utilisation of the residential dwellinghouse only and does not pertain to the Protected Structure.

RPS No.: 712	Name: St. Columba's Parish Church	ITM: 533561 ; 677629
NIAH No.: 2000019	Area: Ennis	Map: Volume 2
Structure: Church	Townland: Lifford	Map reference: 17
Date: 1871	Summary description: Detached asymmetrical plan French-Gothic Church, dated 1871, wide nave with polygonal apse, equally wide north aisle, bell tower on north side and Gothic entrance porch. Ashlar limestone pyramidal crypt in grounds. Prior to 1871 the Old Friary was used as the Church of Ireland.	
In use as: Church	Recorded Monument No. CL033-172	
Additional Use: N/A	Categories of special interest: Architectural, Design, Materials, Interior, Personality Association	
Historical Use: Church		
Rating: Regional		



Clare County Development Plan 2023- 2029

The site is located in the settlement of Ennis as per the Clare County Development Plan 2023-2029 and is zoned for "Community" which states the following:

“The development of lands for community uses shall be taken to include the use of lands for community, civic, health services, public or educational uses including the provision of schools, community halls, healthcare facilities and any other facility that is intended to provide some form of community service. A service may be delivered by either a public, community or private body.”

Onsite Planning History

None indicated according to the planning register.

Pre-planning History

None.

Section 5 Declaration History

None.

Details Received

- Site location map.
- Completed application form
- Planning Statement for Section 5
- Drawings of layout of existing Rectory structure.

Background

Planning and Development Act, 2000 (as amended)

Section 2

‘Works’ are defined in Section 2 of the *Planning and Development Act 2000, as amended* as follows:

“works” includes any act or operation of construction, excavation, demolition, extension, alteration, repair or renewal and, in relation to a protected structure or proposed protected structure, includes any act or operation involving the application or removal of plaster, paint, wallpaper, tiles or other material to or from the surfaces of the interior or exterior of a structure.

Section 3

In order to assess this proposal, regard has to be given to the *Planning and Development Act 2000, as amended*.

S.3.(1) In this Act, “development” 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 4(1)(H)

Section 4 (1)(H) states that the following shall be exempted development for the purpose of the Act.-

'development consisting for the carrying out of works for maintenance, improvement or other alterations 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 neighbouring structures'.

In respect of Section 4 (1)(H) it is noted that while the section makes provision for development consisting for the carrying out of works for maintenance, improvement or other alterations 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 neighbouring structures' to be considered exempted development, it does not expressly clarify that the proposed change of use is exempted development.

Planning & Development Regulations, 2001, as amended

Part 2 Exempted Development

Article 6 (1) states

'Subject to article 9, development of a class specified in column 1 of Part 1 of Schedule 2 shall be exempted development for the purposes of the Act, provided that such development complies with the conditions and limitations specified in column 2 of the said Part 1 opposite the mention of that class in the said column 1'.

Article 9 -Restrictions on Exemptions

'Under Article 9 (1) of the same Regulations, development to which Article 10 relates shall not be exempted development for the purposes of the Act:

- (a) *if the carrying out of such development would –*
- i. contravene a condition attached to a permission under the Act or be inconsistent with any use specified in a permission under the Act*
 - ii. consist of or compromise the formation, laying out or material widening of a means of access to a public road the surfaced carriageway of which exceeds 4 metres in width,*
 - iii. endanger public safety by reason of traffic hazard or obstruction of road users,*
 - iv. except in the case of a porch to which class 7 specified in column 1 of Part 1 of Schedule 2 applies and which complies with the conditions and limitations specified in column 2 of the said Part 1 opposite the mention of that class in the said column 1, comprise the construction, erection, extension or renewal of a*

- building on any street so as to bring forward the building, or any part of the building, beyond the front wall of the building on either side thereof or beyond a line determined as the building line in a development plan for the area or, pending the variation of a development plan or the making of a new development plan, in the draft variation of the development plan or the draft development plan,*
- v. *consist of or comprise the carrying out under a public road of works other than a connection to a wired broadcast relay service, sewer, water main, gas main or electricity supply line or cable, or any works to which class 25, 26 or 31 (a) specified in column 1 of Part 1 of Schedule 2 applies,*
 - vi. *interfere with the character of a landscape, or a view or prospect of special amenity value or special interest, the preservation of which is an objective of a development plan for the area in which the development is proposed or, pending the variation of a development plan or the making of a new development plan, in the draft variation of the development plan or the draft development plan.*
 - vii. (a) *consist of or comprise the excavation, alteration or demolition (other than peat extraction) of places, caves, sites, features or other objects of archaeological, geological, historical, scientific or ecological interest, the preservation, conservation or protection of which is an objective of a development plan or local area plan for the area in which the development is proposed or, pending the variation of a development plan or local area plan, or the making of a new development plan or local area plan, in the draft variation of the development plan or the local area plan or the draft development plan or draft local area plan,*
 - vii. (b) *comprise development in relation to which a planning authority or An Bord Pleanála is the competent authority in relation to appropriate assessment and the development would require an appropriate assessment because it would be likely to have a significant effect on the integrity of a European site,*
 - vii. (c) *consist of or comprise development which would be likely to have an adverse impact on an area designated as a natural heritage area by order made under section 18 of the Wildlife (Amendment) Act 2000."*
 - viii. *consist of or comprise the extension, alteration, repair or renewal of an unauthorised structure or a structure the use of which is an unauthorised use,*
 - ix. *consist of the demolition or such alteration of a building or other structure as would preclude or restrict the continuance of an existing use of a building or other structure where it is an objective of the planning authority to ensure that the building or other structure would remain available for such use and such objective has been specified in a development plan for the area or, pending the variation of a development plan or the making of a new development plan, in the draft variation of the development plan or the draft development plan,*
 - x. *consist of the fencing or enclosure of any land habitually open to or used by the public during the 10 years preceding such fencing or enclosure for recreational*

- purposes or as a means of access to any seashore, mountain, lakeshore, riverbank or other place of natural beauty or recreational utility,*
- xi. obstruct any public right of way,*
 - xii. further to the provisions of section 82 of the Act, consist of or comprise the carrying out of works to the exterior of a structure, where the structure concerned is located within an architectural conservation area or an area specified as an architectural conservation area in a development plan for the area or, pending the variation of a development plan or the making of a new development plan, in the draft variation of the development plan or the draft development plan and the development would materially affect the character of the area'.*

Article 6, Schedule 2, Part 1 Exempted Development — General

Change of use

CLASS 14

Development consisting of a change of use—

(a) from use for the sale of hot food for consumption off the premises, or for the sale or leasing or display for sale or leasing of motor vehicles, to use as a shop,

(b) from use as a public house, to use as a shop,

(c) from use for the direction of funerals, as a funeral home, as an amusement arcade or a restaurant, to use as a shop,

(d) from use to which class 2 of Part 4 of this Schedule applies, to use as a shop,

(e) from use as 2 or more dwellings, to use as a single dwelling, of any structure previously used as a single dwelling,

(f) from use as a house, to use as a residence for persons with an intellectual or physical disability or mental illness and persons providing care for such persons.

The number of persons with an intellectual or physical disability or a mental illness living in any such residence shall not exceed 6 and the number of resident carers shall not exceed 2.

Temporary structures and uses

CLASS 15

Occasional use for social or recreational purposes of any school, hall, club, art gallery, museum, library, reading room, gymnasium or any structure normally used for public worship or religious instruction.

Noting the proposed change of use and having referred to the Planning and Development Regulations 2001, as amended, particularly Class 14 and Class 15, there is no provision made in the Regulations for the proposed change of use. Furthermore, the Regulations do not expressly clarify that the proposed change of use is exempted development. Therefore the proposed change of use is not exempted development.

Assessment

Change of Use:

The referral relates to whether the temporary change of use (to "a community hub") for St. Columba's Rectory, Bindon Street, Ennis, Co. Clare is or is not development and is / is not exempted development? Having considered the information accompanying the application and having referred to the Planning and Development Regulations 2001, as amended, there is no provision under same that would render the subject change of use as exempted development. Furthermore, and having regard to the proposed change of use, I believe that same would be a material change of use giving rise to a varying amount of additional activity which would be over and above its current residential use. Consideration has been given in this regard to increased traffic movements, noise levels and general increased disturbances to the surrounding area. Therefore, having regard to the aforementioned reasons, the proposed change of use is development and it is not exempted development.

Environmental Impact Assessment

In assessing this application I have had regard to the provisions of EU Directive 2014/52/EU (which amends EU Directive 2011/92/EU), and which has been transposed into Irish legislation by the European Union (Planning and Development) (Environmental Impact Assessment) Regulations 2018 (SI No. 296 of 2018). The subject development does not fall within the mandatory requirements for EIA as set out in Schedule 5 of the Planning and Development Regulations 2001, as amended. I therefore consider that the proposal constitutes a sub-threshold development and note the requirements of Article 103 (1)(a) and (b) of the Planning and Development Regulations 2001, as amended. As such having regard to the nature and scale of the proposed development and the nature of the receiving environment I consider that there is no real likelihood of significant effects on the environment arising from the proposed development. The need for environmental impact assessment can, therefore, be excluded at preliminary examination and a screening determination is not required.

Appropriate Assessment

The subject building is located approx. 0.06km from the Special Area of Conservation: Lower River Shannon SAC. Having regard to the nature and scale of the proposal (a change of use from residential to a temporary community hub) and the absence of proximity or connectivity to a European Site, no Appropriate Assessment issues arise and I do not consider that the

proposed development would be likely to have a significant effect individually or in combination with other plans or projects, on a European site.

Flood Risk

Following examination of the relevant GIS information in relation to the flood risk assessment, it is noted that the subject site is located within Flood Zone A.

Conclusion

The following question has been referred to the Planning Authority:

Whether the temporary change of use for St. Columba's Rectory, Bindon Street, Ennis, Co. Clare is or is not development and is / is not exempted development?

The Planning Authority in considering this referral had regard to:

- (a) Sections 2,3 and 4 of the Planning and Development Act 2000, as amended,
- (b) Articles, 5, 6 and 9 of the Planning and Development Regulations 2001, as amended
- (c) Class 14 and 15, Part 1 of Schedule 2 of the Planning and Development Regulations 2001, as amended.
- (d) Part 4 of Schedule 2 of the Planning and Development Regulations 2001, amended.
- (e) The works as indicated in submitted documents from the referrer including the intended temporary change of use

And whereas Clare County Council (Planning Authority) has concluded:

- (a) the proposed change of use constitutes "works" which come within the scope of section 2 (1) of the Planning and Development Act 2000, as amended
- (b) the said works (change of use) constitute "development" which comes within the scope of section 3 (1) of the Planning and Development Act 2000, as amended
- (c) the said development consisting of a temporary change of use for St. Columba's Rectory, Bindon Street, Ennis, Co. Clare is development having regard to Section 2 and 3 of the Planning and Development Act 2000, as amended and would constitute a material change of use to the existing residential dwellinghouse.
- (d) there are no provisions under the Planning and Development Act 2000, as amended or the Planning and Development Regulations 2001, as amended, that would render the subject change of use as exempted development.

Now therefore Clare County Council (Planning Authority), hereby decides the temporary change of use for St. Columba's Rectory, Bindon Street, Ennis, Co. Clare, is development and is not exempted development.

Royston Or

Assistant Planner
21st March 2024

Edwin

Senior Executive Planner

Date: 21/03/2024

Images 1st March 2024





COMHAIRLE | CLARE
CONTAE AN CHLÁIR | COUNTY COUNCIL

Rev Victoria Lynch
Coor East
Mullagh
Co. Clare
V95 VE83

28/02/2024

Section 5 referral Reference R24-22 – Rev Victoria Lynch

Is the temporary change of use for St. Columba's Rectory, Bindon Street, Ennis development and if so, is it exempted development?

A Chara,

I refer to your application received on 28th February 2024 under Section 5 of the Planning & Development Act 2000 (as amended) in relation to the above.

Please note that the Planning Authority is considering the matter and a reply will issue to you in due course.

Mise, le meas

Brian Fahy
Planning Department
Economic Development Directorate

An Roinn Pleanála
An Stiúirthóireacht Forbairt Gheilleagrach
Áras Contae an Chláir, Bóthar Nua, Inis, Co. an Chláir, V95 DXP2

Planning Department
Economic Development Directorate
Áras Contae an Chláir, New Road, Ennis, Co. Clare, V95 DXP2



AN CHLÁIR

Clare County Council
Aras Contae an Chlair
New Road
Ennis
Co Clare

28/02/2024 15:12:20

Receipt No. : L1CASH/0/361182
***** REPRINT *****

REV VICTORIA LYNCH
COOR EAST
MULLAGH
CO. CLARE
V95 VE83
R24/21



SECTION 5 REFERENCES	80.00
GOODS	80.00
VAT Exempt/Non-vatable	

Total : 80.00 EUR

Tendered :
CREDIT CARDS 80.00

Change : 0.00

Issued By : L1CASH - Noelette Barry
From : MAIN CASH OFFICE LODGEMENT AF
Vat reg No. 0033043E



R24-22

P07 Request for a Declaration on Development and Exempted Development (March 2017)

P07

**CLARE COUNTY COUNCIL
COMHAIRLE CONTAE AN CHLÁIR**

Planning Department,
Economic Development Directorate,
Clare County Council,
New Road, Ennis,
Co. Clare.
V95DXP2

Telephone No. (065) 6821616
Fax No. (065) 6892071
Email: planoff@clarecoco.ie
Website: www.clarecoco.ie



Comhairle Contae an Chláir
Clare County Council



**REQUEST FOR A DECLARATION ON DEVELOPMENT AND EXEMPTED DEVELOPMENT
(Section 5 of the Planning & Development Act 2000 (as amended))**

FEE: €80

This following form is a non-statutory form which has been prepared by Clare County Council for the purpose of obtaining the necessary information required for a declaration to be made under Section 5 by the Planning Authority

1. CORRESPONDENCE DETAILS.

(a) Name and Address of person seeking the declaration	Rev Victoria Lynch, Coor East, Mullagh, Co Clare, V95 VE83
(b) Telephone No.:	
(c) Email Address:	
(d) Agent's Name and address:	N/A

2. DETAILS REGARDING DECLARATION BEING SOUGHT

(a) PLEASE STATE THE SPECIFIC QUESTION FOR WHICH A DECLARATION IS SOUGHT

Note: only works listed and described under this section will be assessed.

Sample Question: *Is the construction of a shed at 1 Main St., Ennis development and if so is it exempted development?*

Is a temporary change of use for St Columba's Rectory, Bindon Street, Ennis exempted from planning permission?

(b) Provide a full description of the question/matter/subject which arises wherein a declaration of the question is sought.

Since I became priest in charge of the Church of Ireland parish of Drumcliffe Union and Kilnasoolagh I have lived in my own home in West Clare, rather than St Columba's Rectory on Bindon Street, Ennis.

While the rectory is temporarily not being used as a residence, we would like to be able to offer opportunities to local community organisations to use the building, for example, for office spaces, meeting spaces and counselling rooms. I would continue to retain an office for myself, and the church community would still be able to use the downstairs rooms and the kitchen for church events and meetings. It has always been the practice for the rectory to be a place of hospitality for the parish congregations.

Perhaps this proposal could be described as offering a small, temporary, community hub.

There would be no changes made to the internal layout or the external appearance of the building.

It would seem to make little sense to leave the building unoccupied and we are not permitted to lease it for residential use under Church regulations. We believe our proposal would be of benefit to the community, would make good use of the building and would cause no disruption to the locality.

When I retire, the rectory would revert to its original use as accommodation for the parish priest.

(c) List of plans, drawings etc. submitted with this request for a declaration:

(Note: Please provide a site location map to a scale of not less than 1:2500 based on Ordnance Survey map for the areas, to identify the lands in question)

Site location map.

Aerial view

Drawings of the internal layout of the building.

3. DETAILS RE: PROPERTY/SITE/BUILDING FOR WHICH DECLARATION IS SOUGHT	
(a) Postal Address of the Property/Site/Building for which the declaration sought:	The Rectory, Bindon Street, Ennis, Co Clare, V95 AP6D
(b) Do the works in question affect a Protected Structure or are within the curtilage of a Protected Structure? If yes, has a Declaration under Section 57 of the Planning & Development Act 2000 (as amended) been requested or issued for the property by the Planning Authority?	No
(c) Legal interest in the land or structure in question of the person requesting the declaration (Give Details):	Representative of the Select Vestry (Church Council)
(d) If the person in (c) above is not the owner and/or occupier, state the name and address of the owner of the property in question: <i>Note: Observations in relation to a referral may be requested from the owner/occupier where appropriate.</i>	The Representative Church Body, Church of Ireland House, Church Avenue, Rathmines, Dublin 6, D06 CF67
(e) Is the owner aware of the current request for a Declaration under Section 5 of the Planning & Development Act 2000 (as amended)?:	Yes
(f) Are you aware of any enforcement proceedings connected to this site? If so please supply details:	No
(g) Were there previous planning application/s on this site? If so please supply details:	No
(h) Date on which 'works' in question were completed/are likely to take place:	N/A

SIGNED: Vicki Lynch

DATE: 28th Feb 2024

GUIDANCE NOTES

This following are non-statutory advice notes prepared by Clare County Council for the purpose of advising people what information is required for a decision to be made under Section 5 by the Planning Authority

- (i) The request for a declaration under Section 5 must be accompanied by 2 copies of site location map based on the Ordnance Survey map for the area of a scale not less than 1:1000 in urban areas and 1:2500 in rural areas and should clearly identify the site in question.
- (ii) The request for a declaration under Section 5 must be accompanied by the required fee of €80.00.
- (iii) If submitting any additional plans/reports etc. as part of the request for a declaration, please submit 2 copies.
- (iv) The request for a declaration should be sent to the following address:

Planning Department,
Economic Development Directorate,
Clare County Council
Aras Contae an Chlair,
New Road,
Ennis,
Co. Clare
V95DXP2

- (v) Notwithstanding the completion of the above form, the Planning Authority may require the submission of further information with regard to the request in order to enable the Authority to issue a declaration on the question.
- (vi) The Planning Authority may also request other persons to submit information on the question which has arisen and on which the declaration is sought

FOR OFFICE USE ONLY

Date Received:	Fee Paid:
Date Acknowledged:	Reference No.:
Date Declaration made:	CEO No.:
Decision:		

The Rectory, Bindon Street, Ennis



The Rectory, Bindon Street, Ennis - Site Location



The Rectory, Bindon Street, Ennis

