

**GENERAL ADDITIONAL REQUIREMENTS OF  
LEITRIM COUNTY COUNCIL FOR APPLICATIONS  
FOR SINGLE HOUSE DEVELOPMENTS IN THE  
COUNTRYSIDE**



**Please note the following are for guidance purposes only and are not to be considered an exhaustive list. The following are the issues, which tend to be requested most frequently by the Planning Authority, as further information requests. The Planning Authority would advise that, in order to minimise the number of further information requests sought, these issues should be dealt with and included in the submitted planning application.**

**PART 1: Non Designated Areas**

- The extent of the applicants/vendors overall landholding in the area should be detailed. The landholding should be highlighted in blue. In the event that the applicant/vendor does not own any other lands other than the site itself then this should be CLEARLY stated. The site as outlined in red could also be outlined in blue, which would clarify the situation.
- The site layout plan should clearly indicate the existing features on the site and in the vicinity of the site. i.e. fence lines, hedgerows, trees, outbuildings, adjoining dwellings, telegraph poles and power lines, etc
- In the case of an extension/renovation of an existing dwelling - Accurate as constructed plans of the full floor plans of the existing dwelling should be submitted.
- On elevated/exposed sites a contour survey of the site should be submitted. Provide a contour survey, at 0.5m intervals, of the overall site proposed for development, together with a longitudinal section of the proposed development showing the following:
  - a) finished floor level of the proposed dwellings;
  - b) elevation of the public road;
  - c) elevations of the dwellings adjacent to the proposal
- If the proposed source of water is a bored well then the location of the bored well should be indicated on the site layout plan.
- If the source of water is a Group Water Scheme then a letter of consent from the Trustees of the Group Water Scheme should be submitted.
- The minimum site area is 0.3ha. In case where the application relates to smaller site areas the Planning Authority request that you indicate how you intend to satisfy the requirement of Section 3.02.07 in the County Development Plan 2003-2009 which relates to the minimum acceptable site size of 0.3 ha.

- Indicate, on a site layout plan, the available sight distances from a point 3 meters back from the roadside edge. The removal of any existing hedgerow material, if necessary to achieve the required sight distances, (refer to Table 4.3 of the County Development Plan 2003-2009) should also be included. Any necessary letter of consent from adjoining landowners should also be submitted.
- Detailed landscaping/screening proposals for the site, inclusive of planting schedule and implementation timeframe should be submitted. The details should be indicated on a site layout plan to a scale of 1:500. In addition, the existing trees on site, which you propose to retain - shown coloured green and those to be removed coloured red. Full details, to be indicated on a site layout plan to a scale of 1:500, of the existing trees and hedgerow plantings to be retained shall be submitted to the Planning Authority.
- A Site Assessment Report should be submitted in respect of the effluent treatment system and prepared in accordance with the Environmental Protection Agency Wastewater Treatment Manual ‘Treatment Systems for Single Houses’ 2000. Trade brochures shall not suffice. The test results should be submitted to the planning authority on a site characterisation form similar to that detailed in Appendix A of the above mentioned manual. The Report should state the actual numeric values in respect to the ‘T’ and ‘P’ tests (reference to values of > 60, or the like, shall not suffice) and should also state the distance of the water table from ground level. The Report should include a map indicating the location of; the dwelling house, the trial holes, the source of water supply and watercourses in the vicinity. Photographs clearly indicating the ground conditions and the level of the water table shall form part of the Report.
- When preparing your application, be sure to have regard to the Council’s policy regarding the “Design Guide for the Siting and Design of Houses within the Leitrim Countryside” as set out in this document. Otherwise you will be requested to revised the house design and ensure that any redesign of the dwelling has regard to the principals set out in the design Guide.
- In Approval/Permission Consequent applications – ensure that you demonstrate in your application how the conditions of the Outline are adhered to/complied with as required by the grant of Outline Permission.
- In the event of you or your client becoming aware that a 3<sup>rd</sup> party submission has been received by the Planning Authority in relation to the proposed development you are advised that the submission is available for inspection in the planning office, during regular office hours. You are invited to submit your views/proposals on the issues raised by way of un-solicited further information, as soon as you can, and preferably prior to the expiry of the 6<sup>th</sup> week, so that the Planning Authority will be in a position to take your submission into consideration when determining the application..

## **PART 2: In Designated Areas (AONB’s/HVA’s)**

In addition to the standard requirements for submitting valid planning applications, the following further information is usually required in addition to that stated under Part 1 above:

- 1(a)** It will be necessary to demonstrate whether you can satisfy Section 2.07.06 of the Leitrim County Development Plan, 2003 – 2009, relating to the following:

*In order to support the survival and continued development of sustainable communities, the Council will consider new developments to be acceptable within these areas, where applicants:*

*Are Currently living and/or working in the area,*

*Or*

*Are working within reasonable commuting distance there from and wish to use the proposed development as their normal place of residence and where there is evidence that there will be a net community gain, especially in areas of continuing population loss, arising from the proposed development.*

*Or*

*Are originally native to the area and wish to return to the area for family or social reasons and wish to live there as their normal place of residence”.*

- (b)** It will also be necessary to state clearly whether you are disposed towards entering into a legal agreement under Section 47 of the Planning and Development Act 2000 restricting the main occupancy of the dwelling house to yourself or members of your immediate family and restricting the development of the remaining land as indicated in blue on the overall landholding map submitted to the Planning Authority with the Planning Application [See bullet point 1 of Part 1]

A written submission relating to the above from the applicant is generally sought.

2. A statement of any future proposals with respect to the above-mentioned landholding should be submitted.
3. Details of all previous applications made on the above landholding.
4. The applicant/s are requested to identify your current place of residence on a site location map.

<b>Advice and Guidance issued by Planning Department, Leitrim County Council,</b>
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<b>20<sup>th</sup> July 2006.</b>
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