



Comhairle Chontae na hIarmhí, Westmeath County Council, Áras an Chontae, Mullingar, Co. Westmeath
Tel: (044) 9332000 Fax: (044) 9342330 Web: www.westmeathcoco.ie

PRE-PLANNING MEETING REQUEST FORM

Please use **BLOCK CAPITALS**

All parts of this application form must be completed

The applicant is advised to familiarise themselves with the policies, objectives and development standards of the Westmeath County Development Plan and any relevant Local Areas Plans prior to requesting a pre-planning meeting.

APPLICANT DETAILS:

Name of Applicant:

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Address of Applicant:

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Phone No.:

Home: Work Mobile

E-Mail Address:

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Name and address of Agent (if applicable):

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.....

Home: Work Mobile

E-Mail Address:

.....

Correspondence Address (if different from address above):

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.....
.....

DEVELOPMENT DESCRIPTION:

Location/Townland Address of Proposed Development:

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Ordnance Survey Sheet No:

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Full details of your legal interest in the site:

(Please note that an applicant must have legal entitlement to submit a planning application to be considered for a pre-planning meeting):

Owner:

.....

Option to Purchase:

.....

Other: Please specify:.....

Detailed description of the proposed development:

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.....
.....

Planning History:

Has planning permission previously been sought on the site / landholding?

Yes: No:

If Yes, please indicate the decision made: Grant: Refusal:

Planning Reference No(s):

If the decision was a refusal, please indicate how you intend to overcome the reasons for the refusal:

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Was this decision appealed to An Bord Pleanala? Yes: No:

If Yes, what was An Bord Pleanala's decision? Grant: Refusal:

Bord Reference No.

Have you attended a pre-planning meeting regarding this site previously?

Yes: No:

If Yes, please state pre-planning reference number:

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Residential Development (if applicable):

Is dwelling for:

Own Use: Sale: Letting:

In relation to housing developments on zoned land, please provide proposals below on how you intend to comply with any condition that may be imposed under Section 96 (Part V) of the Planning and Development Act 2000:

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Please note that if the applicant does not provide a proposal for compliance with Part V (where applicable) a pre-planning meeting will **not** be arranged.

The applicant is advised in accordance with Section 247 (3) of the Planning and Development Acts 2000-2007 that “the carrying out of consultations shall not prejudice the performance by a planning authority of any other of its functions under this Act, or any regulations made under this Act and cannot be relied upon in the formal planning process or in legal proceedings.”

Requirements for pre-planning meeting:

A pre-planning meeting will **not** be arranged where the following information is not submitted with this application form:

1. Site Location map to a scale of 1:2500. The site must be easily identifiable and outlined in red.
2. Sketch of proposed layout.
3. In the case of applications for multiple dwellings, industrial or commercial developments, a sketch of proposed development.
4. Indicate any areas for concern you envisage in your proposal as submitted.

Upon receipt of a completed request form with the above-mentioned documentation attached, you will be notified of a date and time for a pre-planning meeting. The detailed requirements in relation to pre-planning meetings are detailed in Chapter 2 of the document “Development Management – Guidelines for Planning Authorities” (June 2007) published by the Stationery Office, Dublin, and available on-line at <http://www.westmeathcoco.ie/en/ourservices/planning/planningapplications/makeaplaningapplication/>