

Chomhairle Cathrach Chorcaí

Cork City Council

**Planning & Development Directorate  
COMPLAINT REGARDING DERELICT SITE**

Address of Property: \_\_\_\_\_  
\_\_\_\_\_

Describe Nature of Dereliction: (*Definition Overleaf*)

Partially Demolished Buildings  Loose Masonry  Litter

Plants Growing Out Of Masonry  Broken Windows  Overgrown

Unsightly Boundaries (Chain Link Fence, Hoarding, Etc.)

Other (Give Details): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Has Planning Permission been obtained or applied for? Yes / No

Planning Reference No. (If applicable): \_\_\_\_\_

How long has this property been derelict? \_\_\_\_\_

Do you have any details of owner of the property i.e. Name, Address, Contact No.  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Is the property occupied or are you aware of who last occupied it?  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Complaint made by: \_\_\_\_\_ Date: \_\_\_\_\_

Address: \_\_\_\_\_

Contact No.: \_\_\_\_\_

Signature of Complainant: \_\_\_\_\_

*(Any additional information can be made in writing & attached to the form.)*

**Completed Application Forms Should Be Returned To: Planning &  
Development Directorate, Cork City Council, City Hall, Cork.**

*(Please see notes 1 – 6 overleaf)*

**Important Notes:**

1. All questions must be answered in as full as possible. Where information furnished is inadequate, the matter complained of may not be investigated.
2. Unless the form is signed and the name and address of the complainant is given, the complaint will **NOT** be investigated.
3. Please note that your complaint will be a record of Cork City Council and as such will be liable to be accessed/inspected by any member of the public under the provisions of the Freedom of Information Act 1997. The Act, however, provides that such a record may be exempt from disclosure/access, or made accessible only after consultation with you, the complainant, that the information supplied is given in confidence and on the understanding that it be treated as confidential. If you wish to have your complaint and/or further correspondence treated in this manner, you should confirm same in writing at the time of submission of the complaint.
4. You may be required to appear in Court to give evidence in support of any legal proceedings, which may arise.
5. Before making a complaint, you should try to ensure that the matter is one within the scope of the Derelict Sites Act 1990, Section 3, which states: "... 'Derelict Site' means any land (in this section referred to as 'the land in question') which detracts, or is likely to detract, to a material degree from the amenity, character or appearance of land in the neighbourhood of the land in question because of –
  - a) The existence on the land in question of structures which are in a ruinous, derelict or dangerous condition, or
  - b) The neglected, unsightly or objectionable condition of the land or any structures on the land in question, or
  - c) The presence, deposit or collection on the land in question of any litter, rubbish, debris or waste except where the presence, deposit or collection of such litter, rubbish, debris or waste results from the exercise of a right conferred by statute or by common law
6. Please **Clearly** indicate the location of the development in question.