

**PLANNING & DEVELOPMENT DIRECTORATE**

**SUBMISSIONS OR OBSERVATIONS**

Submissions or observations in relation to planning applications are governed by Article 29 of the Planning and Development Regulations 2001. They should be addressed to the Planning and Development Directorate, City Hall, Cork and should be accompanied by the prescribed fee, which at present is **€20**.

The full text of article 29 is as follows:

- 29.(1) (a) any person or body, on payment of the prescribed fee, may make a submission or observation in writing to a planning authority in relation to a planning application within the period of 5 weeks beginning on the date of receipt by the authority of the application.
- (b) any submission or observation received shall-
- (i) state the name and address, and telephone number and e-mail address, if any, of the person or body making the submission or observation, and
  - (ii) indicate the address, to which any correspondence relating to the application should be sent.
- (2) subject to article 26, the planning authority shall acknowledge in writing the receipt of any submission or observation referred to in sub-article (1) as soon as may be following receipt of the submission or observation.
- (3) where a submission or observation is received by the planning authority after a period of 5 weeks beginning on the date of receipt of the application, the planning authority shall return to the person or body concerned the submission or observation received and the fee and notify the person or body that their submission or observation cannot be considered by the planning authority.

- NOTE:**(i) The requirement for payment of a fee by persons making submissions is new. Under section 127(1)(e) of the Act, a person making an appeal to An Bord Pleanála must include in their appeal the acknowledgement by the planning authority of receipt of the submission or observation.
- (ii) A person not making an observation or submission to the Planning Authority may not be entitled to appeal the decision to An Bord Pleanála unless that person has an interest in land adjoining the application site and has been granted leave to appeal by An Bord Pleanála.
- (iii) It is advisable to quote the reference number of the planning application when making an submission or observation.

