



Comhairle Contae **Lú**
Louth County Council

Flexibility Meeting Request form

**Certain aspects of proposed development
not confirmed**

Flexibility meeting request form

BEFORE FILLING OUT THIS FORM PLEASE NOTE THE FOLLOWING

Failure to complete this form or attach the necessary documentation, or the submission of incorrect information or omission of required information, will lead to the planning authority or An Coimisiún Pleanála refusing to deal with your request. Therefore, ensure that each section of this request form is fully completed and signed, entering n/a (not applicable) where appropriate, and that all necessary documentation is attached to the request form.

HOLDING OF PRE-APPLICATION MEETING WITH THE PLANNING AUTHORITY OR AN COIMISIÚN PLEANÁLA

Under section 167(1)(e) and (f) of the Planning and Development Act 2024 (as amended), neither the taking place of a meeting under section 93 or 118 nor the provision of an opinion under section 94 or 119 shall prejudice the performance by the planning authority or the Commission of its functions under this Act or any regulations under this Act or any other enactment and cannot be relied upon in the formal planning process or in legal proceedings.

DATA PROTECTION

It is the responsibility of persons or entities wishing to use any personal data on this form for direct marketing purposes to be satisfied that they may do so legitimately under the requirements of the Data Protection Acts 1988 to 2018. The Office of the Data Protection Commissioner states that the sending of marketing material to individuals without consent may result in action by the Data Protection Commissioner against the sender including prosecution.



Flexibility Meeting Request to Louth County Council regarding

Flexibility with regard to Proposed Application for Permission or Approval

1) Prospective Applicant's Name:	
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2) Request for meeting	
☐	Section 93(1) Request- section 95 application (Standard Development)
☐	Section 118(1) Request- section 120 application (Chapter 4 Development

3) Name of person authorised to operate on behalf of the Prospective Applicant (Applicant or Agent): (Contact Details to be provided at the end of this form)	
Name:	

4) Proposed Development	
Address of the proposed development:	
Description of the proposed development:	

5) Declaration:	
I hereby declare that, to the best of my knowledge and belief, the information given in this form is correct and accurate and fully compliant with the Planning and Development Act 2024 (as amended), and the Regulations made thereunder.	
6) Signature of person authorised to operate on behalf of the Prospective Applicant:	
Date:	

7) Formal Request:

In accordance with section [93, 118] [delete as appropriate] of the Planning and Development Act 2024 (as amended), and Regulation 27 of the Planning and Development (Control of Development - Planning Authorities) Regulations 2026 (as amended), **[insert prospective applicant name]** formally requests to enter into a meeting with **Louth County Council** regarding **[insert description of development]** at **[insert proposed development address]**.

8) Information to be included where relevant, with a Meeting Request under section 93 or 118 of the Planning and Development Act 2024 (as amended), and Regulation 27 of the Planning and Development (Control of Development - Planning Authorities) Regulations 2026 (as amended).

Information	Enclosed with Request		
(a) A site location map sufficient to identify the land on which the proposed development would be situated.	Yes: []	No: []	
(b) A brief description of the nature and purpose of the proposed development and of its possible effects on the environment.	Yes: []	No: []	
(c) A draft layout plan of the proposed development.	Yes: []	No: []	
(d) A description of the aspects, or aspects falling within a specified category, of the proposed development that, owing to the circumstances set out in paragraph (e) below, are not likely to be confirmed by the time the application is made.	Yes: []	No: []	
(e) A description of the circumstances relating to the proposed development, that would justify the making of the application before the confirmation of those aspects, before the prospective applicant has confirmed the details referred to in paragraph (d) above.	Yes: []	No: []	

(f) An undertaking to provide with the proposed application, either - i. a description of not less than 2 approaches, in relation to each aspect or category referred to in paragraph (d) above, containing information on the basis of which the proposed application may be made and decided, or ii. a statement of the range within which each such aspect or category referred to in paragraph (d) above falls and on the basis of which the proposed application may be made and decided, or iii. a combination of i and ii.	Yes: []	No: []	
(g) Such other information, drawings or representations as the prospective applicant may wish to provide or make available.	Yes: []	No: []	N/A: []
(h) The appropriate fee.	Yes: []	No: []	

Planning Authority Reference Number (If Applicable):	
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CONTACT DETAILS — NOT TO BE PUBLISHED

APPLICANT ADDRESS/CONTACT DETAILS:

<i>Address</i>	
<i>Email Address</i>	
<i>Telephone number (optional)</i>	

AGENT'S (IF ANY) ADDRESS/CONTACT DETAILS:

<i>Address</i>	
<i>Email Address</i>	
<i>Telephone number (optional)</i>	
Should all correspondence be sent to the agent's address (where applicable)? Please tick appropriate box. (Please note that if the answer is 'No', all correspondence will be sent to the applicant's address) Yes ☐ / No ☐ <u>A contact address must be given, whether that of the applicant or that of the agent.</u>	