



Section 5 Declaration - Application Form

Declaration as to whether development constitutes Exempted Development

Please read “Guidance Notes” before completing this form

Guidance Notes

1. The purpose of Section 5 of the Planning and Development Act 2000, as amended, is to establish if a particular development is or is not development and if it is or is not exempted development within the meaning of the Planning Act.
 - (a) A person seeking a determination must ensure under Question 7 (of the application form below) that a question is posed and that the question is clear, for example, is the construction of a shed development and is it or is it not exempted development. Details are then required of the shed so the planning authority can determine if the shed is exempt.
 - (b) The question to be determined should be clear as to whether it relates to an existing development or a proposed development. Details of the nature, size and location of the proposed development should be submitted and appropriate plans and elevations.
 - (c) If the question is not clear to the Planning Authority, the Section 5 application will be returned as invalid.
2. Any person may, on payment of the prescribed fee, currently €80.00 request in writing from the Planning Authority a declaration on a question as whether a particular type of development is exempt.
3. The Planning Authority is required to make a decision within 4 weeks of receipt of a valid Declaration Request however the Planning Authority can also request Additional Information if it is considered that insufficient information has been submitted.
4. Any person issued with a declaration may, on payment to the Board of such fee as may be prescribed, currently €220.00 refer a declaration for review by the Board within 4 weeks of the date of the issuing of the declaration.
5. A planning authority is required to consider whether the development or proposed development identified in the request would be likely to have significant effects on the environment by virtue, at the least, of the nature, size or location of such development.

Section 5 Declaration - Application Form

1. Name and address of person seeking the declaration:

Phone Number: _____ E-Mail: _____

2. Name and address of agent (if any):

Phone Number: _____ E-Mail: _____

3. Name and address for all correspondence (if not completed, correspondence will be sent to person seeking declaration)

4. Interest in site of the person seeking declaration:

(If applicant is not freehold owner of the property in question, please provide name and address of owner if known)

5. Location and full address of development referred to in Question 7

6. Eircode OR Grid Co-ordinates must be submitted. Grid references may be found on Google Maps or at <https://irish.gridreferencefinder.com>

7. Question for determination under Section 5 (See Note 1 above).

The question must be framed in the following format, i.e. Is the construction of a shed development and is it or is it not exempted development:

8. Does the development consist of works to be carried out to an existing or proposed protected structure? Yes ☐ No ☐

If Yes, has a Declaration under Section 57 of the Planning and Development Act 2000 been requested or issued for the property by the Planning Authority?

I certify that the aforementioned is correct.

Signature of Applicant



Please include one copy of the following documents with this application form:

- **Site Location Map:** (Scale 1:1000)
- **Site Layout Map:** (Scale 1:200 or 1:500)
- **Floor Plans & Elevations:** (Scale 1:50, 1:100 or 1:200)
Existing & Proposed, where applicable
- **Application fee:** (€80)

Completed Application Form & Fee of €80.00 may be sent to:

**Planning Office, Louth County Council, Town Hall, Crowe Street,
Dundalk, County Louth, A91W20C**

OR

by email to planninggroup@louthcoco.ie with contact details to arrange payment of fee.

CYA150441422

Tailte Éireann - Surveying

ITM Co-ordinates:
X = 70881.232
Y = 775404.1038
Ref: nd

ITM Co-ordinates:
X = 70889.4138
Y = 775274.6136



Comhairle Contae Lú
LOUTH COUNTY COUNCIL
County Hall, Midtown Centre,
Dundalk, County Louth
Web: www.louthcoco.ie
Email: info@louthcoco.ie

LAND TRANSFER

61 Fair Street, Drogheda

Scale 1:1000 Date 05 January 2025

This is a Computer Generated Map

License Number 2025/00CCMA/LouthCountyCouncil
OSI Maps Ref 2319-11 & 12

Property to be Transferred outlined in Red
The property forms Part of Corporate Estate
Area 301.1sq.m. = 0.03011 Hectares

Confirmed by

John O'Brien
Planning Officer



WILLIAM STREET

CRADYHILL

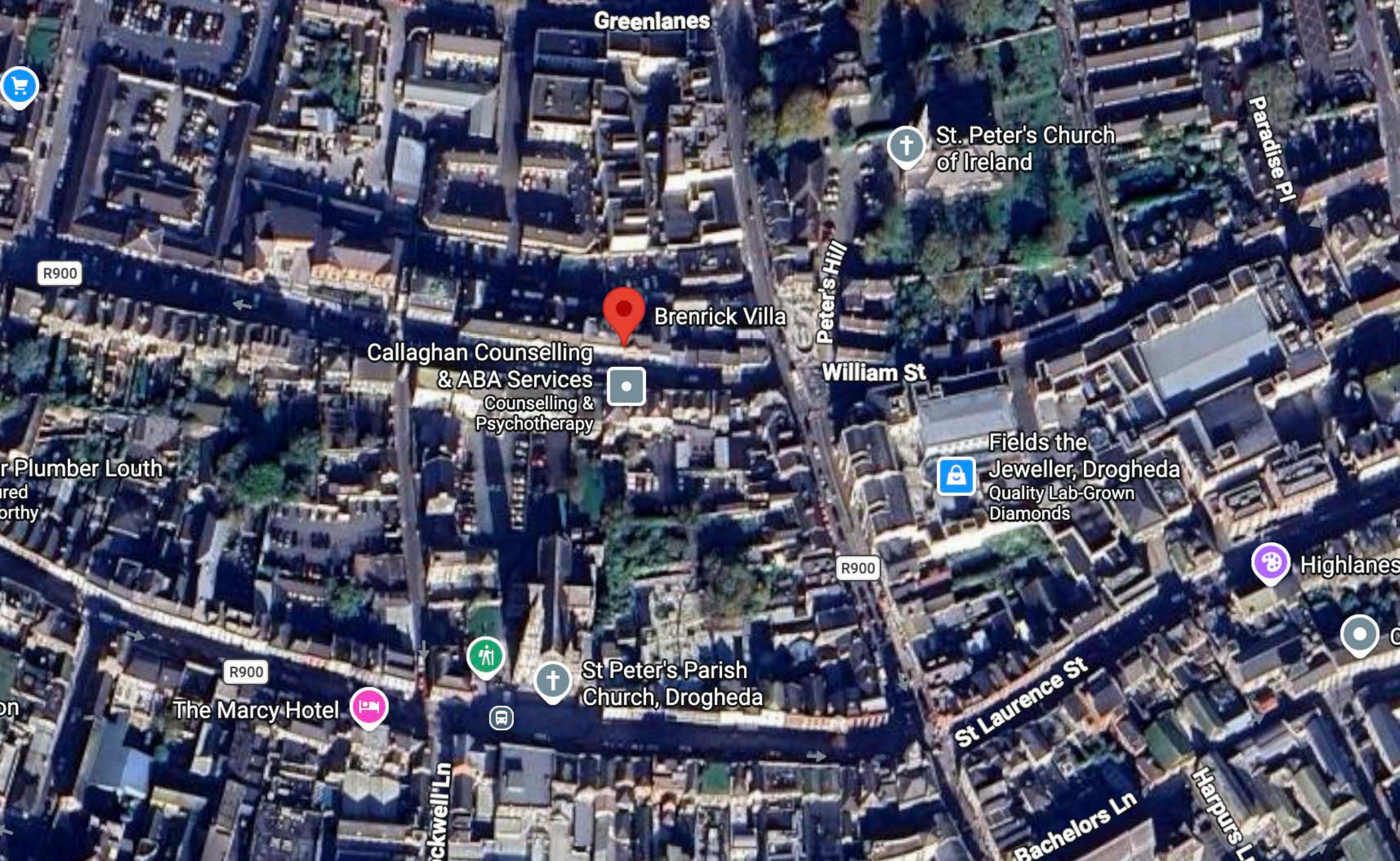
FAIR ST. Villa Apts

Clubhouse

Abbas Drogheda

Car Park

Car Park



Greenlanes

St. Peter's Church
of Ireland

Paradise Pl

R900

Brenrick Villa

Peter's Hill

William St

Callaghan Counselling
& ABA Services
Counselling &
Psychotherapy

Fields the
Jeweller, Drogheda
Quality Lab-Grown
Diamonds

r Plumber Louth
red
orthy

R900

Highlanes

R900

St Peter's Parish
Church, Drogheda

The Marcy Hotel

St Laurence St

Blackwell Ln

Bachelors Ln

Harpur's Ln

FURTHER INFORMATION RESPONSE

Proposed external wall insulation - 61 Brenrick Villa

Planning authority	Louth County Council
Reference	S5 2026/46
Applicant	Ehtesham Khan
Site	61 Brenrick Villa, Fair Street, Drogheda, Co. Louth
FI request date	17 July 2026

1. Response to the request

This response addresses the Planning Authority's request for details of the proposed external wall insulation (EWI), including its location, nominal insulation depth, system specification, external finish and colour, and the visual relationship with the adjoining properties within the Architectural Conservation Area.

The proposal is limited to the installation of an EWI system to the existing front and rear elevations and the application of a new rendered finish. It does not propose an increase in building height, a change to the established window or door opening pattern, or an alteration to the fundamental form and massing of the building.

2. Proposed EWI system and finish

Item	Proposed detail
Location	Existing front and rear external elevations, including associated reveals and junction detailing as shown on the accompanying drawings.
Insulation	150 mm mineral wool / Rockwool external wall insulation.
System	Soltherm MW/P External Thermal Insulation Composite System, subject to final specification, substrate assessment, fixing design and manufacturer requirements.
Certification	NSAI Agrément / Irish Agrément Board Certificate No. 12/0371, as identified in the contractor's quotation.
Finish	Reinforced basecoat and mesh, primer and smooth proprietary render finish.
Render colour	Soltherm Spectrum 300+01C - a light cream/off-white finish, as illustrated in the submitted visualisations.
Thermal performance	Expected average wall U-value approximately 0.21 W/m²K following the 150 mm mineral wool upgrade, as stated in the contractor's quotation.

3. External projection and relationship with adjoining properties

The insulation layer will have a nominal thickness of 150 mm. The completed face will project marginally beyond that dimension once the system coats and finish are included, with the precise finished build-up and junction profiles to follow the certified system details and the accompanying scaled drawings.

- The building is an established mid-terrace apartment block. The modest EWI projection will be expressed only at the face of the existing elevations and carefully terminated at the party boundaries using proprietary stop beads, seals and weathering details.
- Both adjoining properties already contain vertical rainwater downpipes at or close to the junctions. These existing vertical elements visually articulate the boundaries and reduce the perception of the minor change in wall-plane depth.
- No works are proposed to the façades of either adjoining Protected Structure. The EWI will be confined to No. 61 and detailed so that adjoining historic fabric, mouldings, cornices and finishes remain undisturbed.
- At basement and ground-floor level, the lower part of the front elevation is substantially screened in normal street views by the existing boundary railings/fence and by the change in level to the basement accommodation. The small additional wall projection will therefore have very limited visual effect at pedestrian level.
- Rainwater downpipes, ventilation terminals and other surface-mounted services on No. 61 will be temporarily removed or adjusted, extended through the insulation zone where required, and reinstated neatly on the completed render face.
- Window and door reveals, sills, parapet/roof junctions and the basement junction will be finished with appropriate proprietary profiles, extended sills and weathering details in accordance with the certified system and manufacturer requirements.

4. Visual effect within the Architectural Conservation Area

The existing building is a plain, later twentieth-century apartment block with a rendered/pebbledash façade. The proposal replaces the weathered and visually inconsistent surface with a uniform light cream/off-white render. The selected colour is restrained and compatible with the prevailing pale rendered façades in the immediate streetscape. Existing window and door positions and the overall rectangular composition are retained.

The accompanying contiguous street photographs and before/after visualisations demonstrate that the works will read as a façade refurbishment rather than a material alteration to the scale or character of the terrace. In particular, the limited increase in wall depth will not be prominent when viewed obliquely along Fair Street because of the existing downpipes, party-line junctions, railings, entrance recess and basement-level screening.

5. Documents accompanying this response

- Contiguous front elevation drawing at a scale not smaller than 1:100, showing No. 61 and both adjoining properties, the proposed EWI extent, boundary junctions and nominal 150 mm insulation depth.
- Rear elevation drawing at a scale not smaller than 1:100, showing the proposed EWI extent and junction details.
- Relevant floor plans at a scale not smaller than 1:100, identifying the external walls to receive EWI and the change in external wall line.
- BlueBuild Renewables quotation/specification dated 29 May 2026.
- Soltherm colour and façade visualisations, together with the photographic appendix below.

6. Conclusion

The proposed 150 mm mineral wool EWI is a targeted energy-efficiency upgrade that retains the building's established form, openings and use. The limited additional projection will be carefully detailed at the party boundaries and will have no material adverse visual effect on the adjoining Protected Structures or the character of the Architectural Conservation Area. The proposed light cream/off-white render will provide a coherent, durable and visually recessive finish.

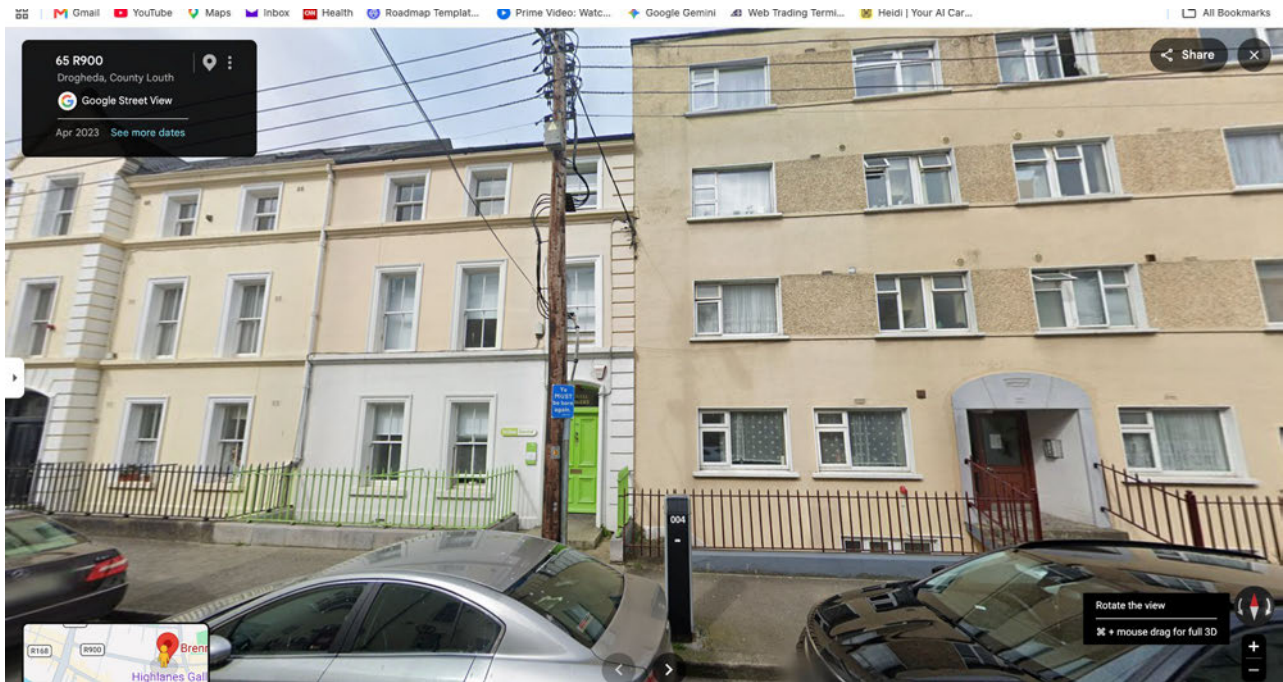
It is respectfully requested that, having regard to the information and drawings submitted, the Planning Authority determine the question referred under Section 5.

Yours faithfully,
Ehtesham Khan, Applicant

Photographic and Visual Appendix

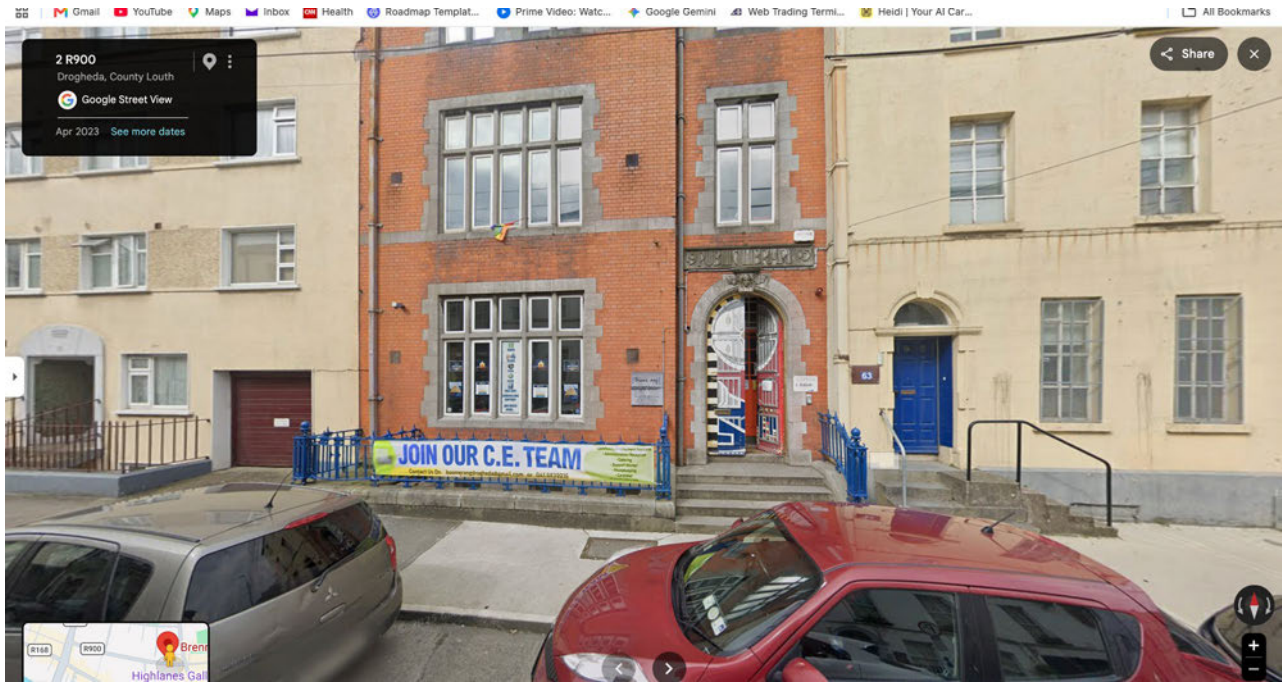
The images in this appendix are supplementary visual material. The scaled drawings listed in Section 5 remain the controlling documents for dimensions, EWI extent and boundary detailing.

Figure 1 - Existing contiguous streetscape



Existing front elevation of No. 61 and the adjoining rendered building, showing established vertical boundary features and downpipes. Source: Google Street View screenshot supplied by the applicant.

Figure 2 - Existing relationship with adjoining Protected Structure



Oblique streetscape view showing No. 61 beside the red-brick Protected Structure and the existing rainwater downpipe at the junction. Source: Google Street View screenshot supplied by the applicant.

Figure 3 - Proposed front elevation appearance

UWAGA!
Wizualizacje podglądowe.
Nie są materiałem projektowym.
WŁASNOŚĆ BOLIX S.A. ZAKAZ KOPIOWANIA

SOLTHERM ——— DESIGN
collection

SOLTHERM SPEKTRUM 300+/01 C

Applicant's Soltherm visualisation: proposed light cream/off-white render (Spectrum 300+01C). Existing openings, entrance, garage opening, railings and overall building form remain visually legible.

Figure 4 - Proposed rear elevation appearance



Applicant's Soltherm visualisation of the rear elevation following the EWI and rendered finish.

Figure 5 - Proposed rear elevation and fire escape



IJWAGall
Wizualizacje podglądowe.
Nie są materiałem projektowym.
WŁASNOŚĆ: BOLIX S.A. ZAKAZ KOPIOWANIA

SOLTHERM ——— DESIGN
collection

SOLTHERM SPECTRUM 300+/01 C

Applicant's Soltherm visualisation showing the proposed uniform render around the existing openings and metal fire escape.

Figure 6 - Proposed rear elevation, oblique view



UWAGA!!
Wizualizacje podglądowe.
Nie są materiałem projektowym.
WŁASNOŚĆ BOLUX S.A. ZAKAZ KOPIOWANIA.

SOLTHERM ——— DESIGN
collection

SOLTHERM SPECTRUM 300+/01 C

Applicant's Soltherm visualisation showing the EWI finish in an oblique view and its relationship to the existing rear yard and fire escape.

Figure 7 - Proposed roof-level structure

UWAGA!!
Wizualizacje podglądowe.
Nie są materiałem projektowym.
WŁASNOŚĆ BOLIX S.A. ZAKAZ KOPIOWANIA

SOLTHERM ——— **DESIGN**
collection

SOLTHERM SPECTRUM 300+/01 C

Applicant's Soltherm visualisation showing continuation of the proposed light cream/off-white rendered finish to the roof-level structure.

**Louth County Council
Section 5 Declaration**

Planning Ref: S5 2026/46

Applicant's Name: Ehtesham Khan

Type of Application: Section 5 Declaration

Question: Is the installation of external wall insulation to the front and rear elevations of the existing property at Brenrick Villa, No. 61 Fair Street Drogheda, Co Louth, including new rendered finish, exempted development under the planning and development act and regulations?

Site Location: Brenrick Villa, No. 61 Fair Street, Drogheda, Co. Louth

Due Date: 1st September 2026

Report Date: 26th August 2026

1. Summary of previous report

Having considered the declaration, the following further information details were requested from the applicant:

Section 5 of the Planning and Development Act as amended provides that if any question arises as to what, is or is not development or is or is not exempted development within the meaning of this Act, any person may, request in writing from the relevant planning authority a declaration on that question, and that person shall provide to the planning authority any information necessary to enable the authority to make its decision on the matter.

In order to facilitate a comprehensive assessment of the question for determination, the applicant is requested to provide further details in the form of elevation drawings and floor plans to an appropriate scale (no smaller than 1:100) that show the location of the proposed external insulation and the depth of same, details of the insulation to be used on this property, material finishes including colour of render to be used on the external facade of the property. Given that the mid-terrace property is located within an Architectural Conservation Area between two Protected Structures, contiguous drawings should be submitted.

3. Assessment

Having regard to the further information response, while the applicant submitted a number of photographs and visualisations intended to illustrate the proposed external wall insulation works, the scaled drawings specifically referenced within the response and identified as accompanying documents were not submitted. The visual material provided is not of sufficient detail or accuracy to enable a comprehensive assessment of the extent of the proposed works, the precise external projection, boundary junction treatments, or the relationship with adjoining structures. Consequently, the Planning Authority was not in possession of sufficient information to conclusively determine the question referred and was required to assess the matter on the basis of the information available.

4. Recommendation

AND WHEREAS a question has arisen as to whether the proposed installation of external wall insulation and associated rendered finish to the existing building at Brenrick Villa, No. 61 Fair Street, Drogheda, Co. Louth, is or is not development and is or is not exempted development,

AND WHEREAS the said question was referred to Louth County Council under Section 5 of the Planning and Development Act 2000 (as amended),

AND WHEREAS Louth County Council, in considering this reference, had regard in particular to:

- a) The definition of “development” contained in Section 2 of the Planning and Development Act 2024;
- b) The provisions of Section 4 of the Planning and Development Act 2000 (as amended);
- c) The plans, particulars and further information submitted by the applicant, including details of the proposed external wall insulation system, photographs and visualisations;
- d) The planning history of the site and the location of the property within an Architectural Conservation Area and adjoining two Protected Structures.

AND WHEREAS the Planning Authority requested further information to facilitate a full assessment of the proposal, including scaled drawings showing the extent of the proposed works, the relationship with adjoining properties and the extent of the proposed projection from the existing building line,

AND WHEREAS the response submitted included photographs and visualisations of the proposed development, including visual representations of the front and rear elevations,

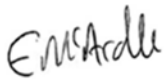
AND WHEREAS the applicant's further information response refers to accompanying contiguous elevation drawings, rear elevation drawings and floor plans as supporting documentation, however such scaled drawings were not submitted to the Planning Authority, notwithstanding their express reference within the response,

AND WHEREAS the photographs and visualisations submitted are not of sufficient detail or accuracy to enable the Planning Authority to adequately assess the extent of the proposed works, the precise projection of the insulation system, the treatment of boundary junctions, or the impact of the development on the character and appearance of the existing building, adjoining Protected Structures and the Architectural Conservation Area,

AND WHEREAS Louth County Council has concluded that, on the basis of the information submitted, it has not been provided with sufficient information to

conclusively determine whether the proposed works constitute exempted development under the Planning and Development Act 2000 (as amended),

NOW THEREFORE Louth County Council, in exercise of the powers conferred upon it by Section 5(2)(a) of the Planning and Development Act 2000 (as amended), hereby decides that insufficient information has been submitted to enable the Planning Authority to determine whether the proposed installation of external wall insulation and associated rendered finish to the existing building at Brenrick Villa, No. 61 Fair Street, Drogheda, Co. Louth, is or is not exempted development. Accordingly, no declaration can be made on the question referred on the basis of the information before the Planning Authority.



Eamonn McArdle
Executive Planner
Date: 26/08/2026



Turlough King
A/Senior Planner
Date: 31/08/2026



Eugenia Thompson
Senior Executive Planner
Date: 28/08/2026

LOUTH COUNTY COUNCIL

CHIEF EXECUTIVE'S ORDER

PLANNING & DEVELOPMENT ACT 2000 (as amended)

Section 5 Exempted Development

Chief Executive's Order No:	672/2026
Reference No:	S5 2026/46
Date Application Received:	24/06/2026
Description of Development:	Is the installation of external wall insulation to the front and rear elevations of the existing property at Brenrick Villa, No. 61 Fair Street Drogheda, Co Louth, including new rendered finish, exempted development under the planning and development act and regulations?
Name of Applicant:	Ehtesham Khan
Location of Development	Brenrick Villa, No. 61 Fair Street Drogheda, Co Louth

WHEREAS a question (as rephrased) has arisen pursuant to Section 5 of the Planning and Development Act 2000, as amended, *Is the installation of external wall insulation to the front and rear elevations of the existing property at Brenrick Villa, No. 61 Fair Street Drogheda, Co Louth, including new rendered finish, exempted development under the planning and development act and regulations?*

AND WHEREAS the said question was referred to Louth County Council by Ehtesham Khan

AND WHEREAS Louth County Council, in consideration of this question has had regard particularly to:

- a) The definition of "development" contained in Section 2 of the Planning and Development Act 2024;
- b) The provisions of Section 4 of the Planning and Development Act 2000 (as amended);
- c) The plans, particulars and further information submitted by the applicant, including details of the proposed external wall insulation system, photographs and visualisations;
- d) The planning history of the site and the location of the property within an Architectural Conservation Area and adjoining two Protected Structures.

AND WHEREAS the Planning Authority requested further information to facilitate a full assessment of the proposal, including scaled drawings showing the extent of the proposed works, the relationship with adjoining properties and the extent of the proposed projection from the existing building line,

AND WHEREAS the response submitted included photographs and visualisations of the proposed development, including visual representations of the front and rear elevations,

AND WHEREAS the applicant's further information response refers to accompanying contiguous elevation drawings, rear elevation drawings and floor plans as supporting documentation, however such scaled drawings were not submitted to the Planning Authority, notwithstanding their express reference within the response,

AND WHEREAS the photographs and visualisations submitted are not of sufficient detail or accuracy to enable the Planning Authority to adequately assess the extent of the proposed works, the precise projection of the insulation system, the treatment of boundary junctions, or the impact of the development on the character and appearance of the existing building, adjoining Protected Structures and the Architectural Conservation Area,

AND WHEREAS Louth County Council has concluded that, on the basis of the information submitted, it has not been provided with sufficient information to conclusively determine whether the proposed works constitute exempted development under the Planning and Development Act 2000 (as amended),

NOW THEREFORE Louth County Council, in exercise of the powers conferred upon it by Section 5(2)(a) of the Planning and Development Act 2000 (as amended), hereby decides that insufficient information has been submitted to enable the Planning Authority to determine whether the proposed installation of external wall insulation and associated rendered finish to the existing building at Brenrick Villa, No. 61 Fair Street, Drogheda, Co. Louth, is or is not exempted development. Accordingly, no declaration can be made on the question referred on the basis of the information before the Planning Authority.



Signed: _____
Turlough King
A/Senior Planner

Date: 31/08/2026

To whom this function has been delegated in accordance with the provisions of Section 154 of the Local Government Act, 2001 by Order No. CE.S 380/26 dated 31st day of July 2026.



Louth County Council

Ehtesham Khan

Via email only : [REDACTED]

31st August 2026

Re: Ref. S5 2026/46

Application for Declaration of “Exempted Development” Part 1, Section 5 Planning & Development Act, 2000 (as amended) as to ‘Is the installation of external wall insulation to the front and rear elevations of the existing property at Brenrick Villa, No. 61 Fair Street Drogheda, Co Louth, including new rendered finish, exempted development under the planning and development act and regulations?’

Dear Sir/Madam,

I wish to acknowledge receipt of your application received on 24th June 2026 in relation to the above. Having assessed all information and enclosures received with the application, the Planning Authority wishes to advise as follows: -

WHEREAS a question (as rephrased) has arisen pursuant to Section 5 of the Planning and Development Act 2000, as amended, Is the installation of external wall insulation to the front and rear elevations of the existing property at Brenrick Villa, No. 61 Fair Street Drogheda, Co Louth, including new rendered finish, exempted development under the planning and development act and regulations?’

AND WHEREAS the said question was referred to Louth County Council by Ehtesham Khan

AND WHEREAS Louth County Council, in consideration of this question has had regard particularly to:

- a) The definition of “development” contained in Section 2 of the Planning and Development Act 2024;

- b) The provisions of Section 4 of the Planning and Development Act 2000 (as amended);
- c) The plans, particulars and further information submitted by the applicant, including details of the proposed external wall insulation system, photographs and visualisations;
- d) The planning history of the site and the location of the property within an Architectural Conservation Area and adjoining two Protected Structures.

AND WHEREAS the Planning Authority requested further information to facilitate a full assessment of the proposal, including scaled drawings showing the extent of the proposed works, the relationship with adjoining properties and the extent of the proposed projection from the existing building line,

AND WHEREAS the response submitted included photographs and visualisations of the proposed development, including visual representations of the front and rear elevations,

AND WHEREAS the applicant's further information response refers to accompanying contiguous elevation drawings, rear elevation drawings and floor plans as supporting documentation, however such scaled drawings were not submitted to the Planning Authority, notwithstanding their express reference within the response,

AND WHEREAS the photographs and visualisations submitted are not of sufficient detail or accuracy to enable the Planning Authority to adequately assess the extent of the proposed works, the precise projection of the insulation system, the treatment of boundary junctions, or the impact of the development on the character and appearance of the existing building, adjoining Protected Structures and the Architectural Conservation Area,

AND WHEREAS Louth County Council has concluded that, on the basis of the information submitted, it has not been provided with sufficient information

to conclusively determine whether the proposed works constitute exempted development under the Planning and Development Act 2000 (as amended),

NOW THEREFORE Louth County Council, in exercise of the powers conferred upon it by Section 5(2)(a) of the Planning and Development Act 2000 (as amended), hereby decides that insufficient information has been submitted to enable the Planning Authority to determine whether the proposed installation of external wall insulation and associated rendered finish to the existing building at Brenrick Villa, No. 61 Fair Street, Drogheda, Co. Louth, is or is not exempted development. Accordingly, no declaration can be made on the question referred on the basis of the information before the Planning Authority.

In Summary

A Declaration of Exemption is hereby REFUSED for the works as detailed on the plans and particulars submitted on 24th June 2026.

This decision may be referred by you to An Coimisiún Pleanála for review within 4 weeks of the date of this letter subject to the payment of the appropriate fee.

Yours faithfully,

Brian Duffy

Brian Duffy
Planning Section