



Comhairle Contae Lú
Louth County Council

LOUTH COUNTY COUNCIL

Section 10 Declaration – Application Form

Declaration as to whether development constitutes Exempted Development

A. WHAT DECLARATION IS BEING REQUESTED?

Question	Tick
Whether an act or operation constitutes / would constitute development and, if so, whether it constitutes / would constitute exempted development.	☐
Whether a change in use constitutes / would constitute development and, if so, whether it constitutes / would constitute exempted development.	☐
A question concerning the meaning or scope of a planning permission, or a condition attached to a permission, for development carried out / proposed under the 2024 Act or 2000 Act.	☒

B. APPLICANT / RELEVANT PERSON

☐ (a) Owner of land	
☐ (b) Person eligible under section 85(2) to apply for maritime development	
☐ (c) Occupier of land carrying out / proposing the act or change in use with owner's consent	
☐ (d) Other person carrying out / proposing the act or change in use with owner's consent	
☐ (e) a Company within the meaning of the Companies Act 2014	<i>*Company formed/registered at least 1 year; relevant environmental objects; objects pursued at least 1 year; at least 10 members; resolution authorising request.</i>
☐ (f) Prescribed person	
☐ Statutory undertaker	<i>*For a relevant act or operation.</i>
Full legal name of applicant / relevant person	
Company / organisation (if applicable)	
Address	
Eircode / postcode	
Telephone / email	

C. OWNER AND OWNER NOTIFICATION

Name of registered owner			
Owner address / Eircode			
Is applicant the owner?	☐ Yes	☐ No	
If not owner, owner notified in writing when request is made?	☐ Yes	☐ No	
Evidence attached	☐ Copy of written notification	☐ Owner consent	☐ Other

D. SITE / LAND / MARITIME SITE

Site address / location	
Townland	
Eircode (if applicable)	
OS map reference / grid reference	
Site area	
Current use	
Relevant planning authority / functional area	

E. DESCRIPTION OF ACT / OPERATION / CHANGE IN USE

Question for declaration — state the question in precise terms, i.e. <i>Is the construction of a 25sqm domestic shed within the curtilage of my house development and is it or is it not exempted development?</i>	
Existing development / use	
Proposed act / operation / change in use	
Dimensions, floor area, height, materials and other relevant particulars	

F. PLANNING PERMISSION / PLANNING HISTORY

Relevant planning permission number(s)	
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Relevant condition number(s), if applicable	
Planning history and relevance	

G. EXEMPTION LIMITATIONS

Unauthorised development involved?	☐ No	☐ Yes	☐ Uncertain
Works to / change in use of unauthorised development?	☐ No	☐ Yes	☐ Uncertain
Protected structure character materially affected?	☐ No	☐ Yes	☐ Uncertain
Protected Structure – Has a Section 310 Declaration been sought?	☐ No	☐ Yes	☐ Uncertain
ACA / special planning control restriction potentially engaged?	☐ No	☐ Yes	☐ Uncertain

H. SUPPORTING DOCUMENTS CHECKLIST

☐	Application / request form
☐	Site location map
☐	Site layout plan
☐	Existing plans / elevations / sections
☐	Proposed plans / elevations / sections
☐	Photographs
☐	Planning permission(s) and relevant conditions
☐	Owner notification / consent
☐	EIA screening / assessment material, where relevant
☐	AA screening / assessment material, where relevant
☐	Heritage / protected structure / ACA information, where relevant
☐	Other technical reports
☐	Written planning statement / schedule of exemptions

I. DECLARATION BY APPLICANT

I / We confirm that the information and documents supplied with this request are, to the best of my / our knowledge, accurate and complete. I / We understand that the planning authority may seek further information and documentation and that relevant documents and the decision may be published and made available for public inspection in accordance with section 10 of the Planning and Development Act 2024.

Name	_____
Position / capacity	_____
Signature	_____
Date	_____
Email	_____

The completed application form & Fee of €80 should be submitted to

Planning Section, Louth County Council, Town Hall, Crowe Street, Dundalk, County Louth, A91W20C

or

By email to planninggroup@louthcoco.ie along with contact details to arrange payment of the €80 fee.