

**Planning Department, Great Water Street, Longford**

Tel: (043) 3343431

Email: [planning@longfordcoco.ie](mailto:planning@longfordcoco.ie)

**APPLICATION FOR PRE-PLANNING ENQUIRY**

1. Name of applicant \_\_\_\_\_
2. Address of applicant \_\_\_\_\_  
\_\_\_\_\_
3. Proposed development address \_\_\_\_\_
4. Telephone No: \_\_\_\_\_ E-Mail address: \_\_\_\_\_
5. Name of agent (if any) or other person(s) to attend and contact phone no.(s) for agent where appropriate:

	Name	Contact telephone no.
1.		
2		

6. Please attach site map outlining the proposed site in red (essential)
7. Please attach map of total land holding (essential)

<b><i>Please tick appropriate box. Where legal interest is 'Other', please expand further on your interest in the land or structure</i></b>	<b><i>A. Owner</i></b>	<b><i>B. Occupier</i></b>
	<b><i>C. Other</i></b>	
<b><i>If you are not the legal owner, please state the name and address of the owner and supply a letter from the owner for consent to attend a pre-planning meeting</i></b>		

**8. Detailed account of the nature and extent of the proposed development:**

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**9. Any previous applications or permissions on this site: YES ☐ NO ☐**

If yes, please provide details (including reference No.'s)\_\_\_\_\_

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**Note: Site planning histories can be checked at the Council's  
Planning Department during office hours.**

**Signed:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Notes:**

**1. Pre-Planning meetings are advisory only.**

Please be advised that the advice given by an officer of the Council during the course of these consultations shall not prejudice the performance by the planning authority in any other of its functions under the Planning and Development Act 2004, or any regulations made under this Act and cannot be relied upon in the formal planning process or in legal proceedings.

**2. It would be useful if architectural drawing, sketch or photo of the proposal could be included.**

**3. The provision of incomplete or inaccurate information may result in the Pre-Planning meeting being of little benefit to the enquirer.**