

INFORMATION REQUIRED WHEN SUBMITTING A PLANNING APPLICATION

SOLAR PANELS

1. 1 copy of the completed planning application form signed and dated.
2. 1 copy of the land ownership certificate signed and dated.
3. 1 copy of a location plan (Ordnance Survey based) at a scale of 1:1250 or 1:2500. The plans should show the direction of North. The application site should be edged clearly with a red line and a blue line should edge any other land owned by the applicant.

An alternatively scaled plan can be used for rural properties and large application sites if the 1:1250 or 1:2500 scales do not show at least two main roads and surrounding buildings.

4. 1 copy of existing and proposed elevations and roof plans, scale 1:100 or 1:50. The drawings shall show what the host building (including roof) looks like from the outside and specify the solar panel details including location on the building, size, colour and means of attachment.

As an alternative the Planning Authority will consider accepting annotated brochure drawings and photographs. Details from brochures should clearly state the solar panel details including dimensions, colour and means of attachment. In place of elevation drawings the Planning Authority will accept photographs of the existing elevations. Photographs should be provided of all elevations where the panels will be visible; the photographs should include the complete elevation of the building and should clearly indicate where the panels are to be located.

5. The correct fee.