

INFORMATION REQUIRED WHEN SUBMITTING A PLANNING APPLICATION

MEANS OF ENCLOSURE - BOUNDARY WALLS, FENCES AND GATES

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 or large 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 site layout plans at a scale of 1:500 or smaller. A site layout plan shows the detailed layout of the whole site and the relationship of the proposed works with the site boundaries, nearby roads and neighbouring buildings. The site layout plan should indicate the location and length of all existing and proposed boundary walls and fences.

As an alternative the Planning Authority will consider accepting sketch site plans and/or annotated photographs. A sketch site plan should indicate, in metres, the location and length of the fence and/or wall and its distance from existing boundaries (e.g. fences and walls) and buildings. If submitting a sketch site plan please clearly indicate that it is "Not to scale".

5. 1 copy of existing and proposed boundary treatment, scale 1:50 or 1:20. The elevation drawings should show a typical section of the wall or fence including gates, gate piers, pillars and indentations. The external materials should be clearly stated.

As an alternative the Planning Authority will consider accepting annotated brochure drawings and/or photographs of fences/walls of the same design. The annotation shall clearly state the dimensions of the proposed works.

The Planning Authority will also consider accepting sketch elevations which indicate, in metres, the length and height of all elevations of any walls and/or fences to be erected. Details of finish materials and colours should be clearly indicated. If submitting a sketch elevation please clearly indicate that it is "Not to scale".

6. The correct fee.

For advice on the legal boundaries of the property please check the title deeds and, if necessary, consult with a solicitor. Please note that the granting of planning permission does not grant any rights of ownership or access.