



**FOR OFFICE USE ONLY**

1. Reference No.

2. Date received

*Date  
Stamp*

**RETURN ADDRESS**

Comhairle Cathrach  
Bhaile Átha Cliath,  
An Roinn Pleanála &  
Forbairt Maoine  
Oifigí na Cathrach  
An Ché Adhmaid  
Baile Átha Cliath 8  
D08 RF3F

Dublin City Council,  
Planning & Property  
Development Department,  
Civic Offices  
Wood Quay  
Dublin 8  
D08 RF3F

**CONTACT**

**Tel** 01 222 2149  
**Email** [planning@dublincity.ie](mailto:planning@dublincity.ie)  
**Web** [www.dublincity.ie](http://www.dublincity.ie)

**NOTE - provisions of S.96 under S.97 of the planning and Development act, 2000 (as amended)**

**Please complete in BLOCK CAPITALS. All questions must be answered.**

**Details**

**1. Full name of applicant:**  
(If applicant is a company please state company name and refer to Section 1, page 4 to give details of all directors )

**2. Location of proposed Development:**  
(Must match planning Permission Application)

  
  
  


**3. Number of Residential Units Proposed:**

**4. Description of Proposed Development:**

  
  
  


**5. Area of land to which application relates: (m<sup>2</sup>)**

**6. Applicant's interest in the site**

**Checklist**

OSI Site Location Map with boundary outlined in Red (x2):

Declaration signed & witnessed by a Commissioner for Oaths or practicing solicitor: (page 8)

All Relevant contact information: (page 9)

Name of Agent:

**!** Please read carefully before completing

On land zoned for residential use, or a mixture of residential and other uses, up to 10% of the units may be designated for social and affordable housing under Part V of the Planning and Development Act 2000 (as amended).

An application certifying that the provisions of Section 96 of the Planning and Development Act, 2000 (as amended) do not apply is known as an application for a **“Certificate of Exemption”**. All certificate applications should be made on/before applying for permission in respect of a development.

If you were not the sole and legal beneficial owner/s for the period of 5 years preceding this application for a certificate of exemption, then you must give all the particulars including the Identity of who held the legal and beneficial in the preceding 5 years.

This application must be accompanied by a copy of 2 location maps with the site outlined in red so as to clearly identify the land to which the application relates to. Any maps, plans or drawings submitted should be individually numbered for reference purposes.

The Statutory Declaration (as defined by the Statutory Declaration Act,1938) shall be signed in the presence of a solicitor or commissioner of Oaths. The Statutory Declaration must state:

**!** Please complete in **BLOCK CAPITALS**. All questions must be answered.

## Statutory Declaration

I / We

Name

of

Address

aged eighteen years and upwards do solemnly and sincerely declare the following:

**!** NOTE -For questions A - H please circle I or We where applicable

You must also mark 'X' in either the yes or no box

**A i.** I / We hold the sole and legal and beneficial **freehold/ leasehold ownership** of the land on which it is proposed to carry out the development at the above address and as indicated on the map/s attached with this application.

Yes

ii. I / We have been the sole and legal and beneficial owner/s of the property on which it is proposed to carry out this development in respect of the period of five years preceding this application.

Freehold or  Leasehold

*Section 97 (5)(a) - Planning and Development Act, 2000*

**If no complete Section 2 (page 5)**

**B.** I / We **are not acting** in concert with any other person or persons.

Tick if applicable  
(otherwise leave blank)

*Section 97 (5)(b) - Planning and Development Act, 2000*

**Acting in Concert:** 'Pursuant to an agreement, arrangement or understanding where one party makes an application or causes such an application to be made'.

**If not applicable, complete part 'D' on page 3**

**Statutory Declaration Continued:**

**C.** I / We do not and have not at anytime during the said period (5 years from date of making this application for a certificate of exemption) had interest in any land in the immediate vicinity (400 m) of the land on which it is proposed to carry out such development.

Tick if applicable  
(otherwise leave blank)

*Section 97 (5)(c)(i) - Planning and Development Act, 2000*

**If not applicable, complete Section 3 (page 6)**

**D.** "Particulars of **any interest** that **any person with whom the applicant is acting in concert** has, or had at anytime during said period, in any land in the said immediate vicinity, of which the applicant has knowledge"

*Section 97 (5)(c)(i) - Planning and Development Act, 2000*

Tick if applicable  
(otherwise leave blank)

If applicable, complete section 4 (page 7)

**E.** I / We have not been granted a certificate, which **currently remains in force** within the period of 5 years prior to the date of making this application, under Section 97 of the Act, 'nor have I / We ever acted in concert with any person/s who has/have been granted certificate which **currently remains in force** within the period of 5 years prior to the date of this application under Section 97 of the Act.

Tick if applicable  
(otherwise leave blank)

*Article 49(a) - Planning and Development Regulations, 2001*

If not applicable please detail the particulars of any such certificate

  

**F.** I / We have not carried out, or have not been granted permission to carry out, any development consisting of the provision of 4 or fewer houses or of housing on land of 0.1 hectares or less, within the period of 5 years prior to the date of making this application for a certificate under Section 97, on land in respect of which the certificate is being sought or land in its immediate vicinity within 400 metres under Section 97 (2) (b) - Planning and Development Act 2000 (as amended) (save that any such development was carried out, or permission granted, before 1st November 2001 is disregarded), 'nor have I / We ever acted in concert with any person/s nor have any person/s carried out any development consisting of the provision of 4 or fewer houses or of housing on land of 0.1 hectares or less, within the period of 5 years prior to the date of making this application for a certificate under section 97, on land in respect of which the certificate is being sought or land in its immediate vicinity within 400 metres.

Tick if applicable  
(otherwise leave blank)

*Article 49(b) - Planning and Development Regulations, 2001*

If not applicable please detail the particulars of any such certificate

  

**G.** I / We are not aware of any facts or circumstances that would constitute grounds under Section 97(12) of the Planning and Development Act. 2000 (as amended) for the refusal by the planning Authority to grant a certificate.

Tick if applicable  
(otherwise leave blank)

*Section 97 (5)(d) - Planning and Development Act, 2000*

! Please complete in BLOCK CAPITALS. All questions must be answered.

## Section 1

Where the Applicant is a Company Registered under the Companies Acts, 1963

### Company Details (if applicable)

Company Name:

Company Registration Number:

Company Address

County:

Telephone Number:

Email:

### Details of Directors

Name of Director:

Name of Director:

Name of Director:

Name of Director:

Name of Director:

Name of Director:

Name of Director:

## Declaration

I / We as director/s of the company hereby declare that I / We have the authority to make this declaration on behalf of the above company

Signature of Director

Date:

Signature of Director

Date:

! Please complete in BLOCK CAPITALS. All questions must be answered.

## Section 2

**Details of land Interests for the proposed site**  
(For a 5 year period prior to the date of application)

Name:

Type of Interest

Period of Interest

Name:

Type of Interest

Period of Interest

Name:

Type of Interest

Period of Interest

Name:

Type of Interest

Period of Interest

### Section 3

#### Interest in adjoining land (within 400m) (if applicable)

Details of any interests in land in the immediate vicinity of the site on which it is proposed to carry out development

Folio Number:

Name:

Address

Type of Interest:

Period of Interest:

Folio Number:

Name:

Address:

Type of interest:

Period of Interest:

Folio Number:

Name:

Address:

Type of Interest:

Period of Interest:

Folio Number:

Name:

Address

Type of Interest:

Period of Interest:

! Please complete in BLOCK CAPITALS. All questions must be answered.

### Section 4

Persons acting in concert with Applicant (if applicable)

Title

Full name

Address

County:

Telephone Number:

Email:

Title

Full name

Address

County:

Telephone Number:

Email:

! Please complete in BLOCK CAPITALS. All questions must be answered.

## Statutory Declaration

I / We make this statutory declaration conscientiously believing the same to be true and by virtue of the statutory declarations Act, 1938

Declared by the said Applicant/s

on this

day of

20

at

*Solicitors office*

**Before me a Commissioner for Oaths or practicing Solicitor**

Signed

Declarant

Commissioner for Oaths or Practising Solicitor

(Solicitors Stamp)



**!** Please complete in BLOCK CAPITALS. All questions must be answered.

### Contact Details

Name of applicant:

Address:

Telephone Number:

Email:

Name of Agent

Address:

Telephone Number:

Email:

### Notification Details

Name:

Address:

### Declaration

I here by declare and certify that the information provided in this application to the best of my knowledge is correct and accurate and is fully in compliance with Part V of the Planning and Development Act 2000 (as amended) and Regulations made thereunder.

**Signature of applicant** (or Agent):

Date:  
  /   /

