



### Planning Application - Part B Documentation

**Where applicable, please download and complete documentation below which is relevant to your Planning Application and upload this documentation under Part B on the Planning portal. Failure to submit the relevant fully completed forms/documents as required at this stage will result in a delay in the processing of the Planning Application.**

Rural Housing Needs Form	Pages 2 - 7
Form of Agreement – Visibility Splays	Page 8
Supplementary Planning Application Form For Agricultural Development	Pages 9 - 12



## Appendix 15

### Monaghan Local Authorities Rural Housing Needs Form (RH 1 Form)

#### **Instructions**

This form should be completed and submitted as part of a planning application for all rural houses within Rural Areas Under Strong Urban Influence as defined in the Monaghan County Development Plan 2019-2025 and indicated on Maps 2.2-2.5.

Such areas include:

1. Areas around Monaghan Town (Map 2.2)
2. Areas around Carrickmacross (Map 2.3)
3. Areas around Castleblayney (Map 2.4)
4. Areas around Clones (Map 2.5)

Please answer all the questions relevant to the application. This form, and associated documentation, will be used to assess eligibility under the provisions of the development plan (Policy RSP 2 - Rural Areas Under Strong Urban Influence). Before completing this form you are advised to study the relevant provisions of the Monaghan County Development Plan 2019-2025 and in particular Section 2.8.1 which sets out policy in relation to rural housing needs.

It is in the applicant's interest to provide as much information as possible. If there are additional facts which are considered relevant and are not addressed in the application form, you can include these on a separate sheet. It should be noted that any information supplied will be included in the planning file and will be available to the public to view.

You are advised that the purpose of the foregoing form is to assist the Planning Authority to determine your eligibility for a dwelling in certain defined rural areas in the county. It is a general form applicable to all restricted areas in which it is necessary to substantiate a housing need.

**Section 1 General Information**

- 1. Name of the proposed adult for whom the rural housing need is being established. (This should be the same as the name under which the application has been submitted. A person 18 years of age and over will be considered to be an adult. Documentary evidence to establish this fact may be requested.)

.....  
 .....

- 2. Applicant's Current Address

.....  
 .....

- 3. Application site address

.....  
 .....

- 4. Indicate on an OS sheet the location of your current residence in relation to the proposed dwelling. If it is not possible to include your current and proposed dwelling on the same map, then both should be provided on separate maps. Please also provide address(es) and distance between the above in kilometres.

OS Sheet Included:

.....  
 .....

- 5. Indicate on an OS sheet the location of the family home in relation to the proposed dwelling. If it is not possible to include the family home and proposed dwelling on the same map, then both should be provided on separate maps. Please also provide address(es) and distance between the above in kilometres.

OS Sheet Included:

.....  
 .....

## Section 2 Development Plan Policies

6. Into which category of Local Need (see table below) is it considered that the occupants of the proposed dwelling house would comply with? (Please tick)

Category of Applicant (Policy RSP 2)	Documents Required	Documents Submitted (Please tick)
<p><b>(a)</b> Where the applicant is a landowner, or where the dwelling is for a member of his/her immediate family.</p>	<ul style="list-style-type: none"> <li>• Land Registry Certificate and landholding maps showing the full landholding.</li> <li>• Details of the actual total area of land owned (in hectares).</li> <li>• Evidence of when the land was purchased / acquired.</li> <li>• Where the applicant is not the landowner, a letter outlining the relationship between the landowner and the applicant signed by the applicant and landowner concerned. The document should be witnessed and stamped by a solicitor.</li> </ul>	
<p><b>(b)</b> Where the dwelling is for an individual who has lived in the local rural area for a minimum period of five years prior to the date of submission of a planning application.</p>	<ul style="list-style-type: none"> <li>• Details of all places of residence over the last 10 years.</li> <li>• If returning to an area where you had previously lived, provide details of previous places of residences.</li> <li>• Proof of residence in the local area for a five-year period e.g. Letter from school, church, birth/baptismal records, utility bills.</li> </ul> <p><b>Note: Map is also required showing current / previous local residence</b></p>	
<p><b>(c)</b> Where the dwelling is required to meet the needs of a person working in an established rural based agricultural, commercial, industrial or other enterprise in the local area, where the person derives his/her main income from that activity, or by a member of his/her immediate family. Such circumstances may also include such persons whose work is intrinsically linked to the local rural area (such as teachers in rural schools).</p>	<ul style="list-style-type: none"> <li>• Details of the principal occupation.</li> <li>• Place of work.</li> <li>• Name and address of employer.</li> </ul> <p><b>Map must be submitted indicating location of employment in relation to the application site.</b></p> <ul style="list-style-type: none"> <li>• Substantiated proof that main income is derived from the rural based agricultural, commercial, industrial enterprise e.g. audited accounts from accountant.</li> <li>• Background information outlining reason employment should be considered as intrinsically linked to the local rural area.</li> </ul>	

<p><b>(d)</b> Where the dwelling is to facilitate a retiring farmer, where the applicant last worked principally as a farmer in the local area, or by a widow or widower of someone who last worked principally as a farmer in the local area.</p>	<ul style="list-style-type: none"> <li>● Proof that they or their spouse were involved in farming.</li> <li>● Townlands of the lands farmed.</li> <li>● Area of lands farmed (ha).</li> <li>● Period during which these lands were farmed.</li> <li>● Substantiated proof that main income was derived from the agricultural enterprise e.g. audited accounts from accountant.</li> </ul> <p><b>Map must be submitted indicating lands previously farmed and outlined on map in blue, even where these lands have now been disposed of.</b></p>	
<p><b>(e)</b> The dwelling is required to facilitate site-specific and compelling special domestic or personal circumstances, where genuine hardship would result if planning permission were refused. In these circumstances the onus will be placed on the applicant to justify why other alternative solutions, such as a house extension, granny flat or mobile home, cannot be considered.</p>	<ul style="list-style-type: none"> <li>● Submission of a statement of justification explaining what genuine hardship would result in the absence of planning permission being granted.</li> </ul> <p><b>Because of the individual and varied circumstances behind each application it is not possible to offer comprehensive guidance. Consequently, it would be advisable to contact the Planning Authority to discuss the situation and criteria/information to be submitted in regard to this exception.</b></p>	
<p><b>(f)</b> The dwelling is to replace an existing dwelling, where the dwelling to be replaced; was in use or last used as a dwelling; has not been changed to a dwelling from another use without planning permission; has not been vacant for a period in excess of 10 years prior to the date of submission of a planning application; shall exhibit all the essential characteristics of a habitable dwelling house and shall be reasonably intact.</p>	<ul style="list-style-type: none"> <li>● Specific dates of when the dwelling was last occupied.</li> <li>● Substantive proof of when the dwelling was last occupied e.g. utility bills/bank statement etc.</li> </ul>	
<p><b>(g)</b> The sympathetic change of use of a protected structure or a non-protected vernacular building (where the building is an important element in the landscape or of local, architectural or historic merit) into residential use, where this secures its upkeep and survival, and the character and</p>		

<p>architectural or historic interest of the building would be preserved or enhanced. Proposals for a change of use should incorporate details of all intended alterations to the building and its cartilage to demonstrate their effect on its appearance, character and setting.</p>		
<p><b>(h)</b> Where the dwelling is for an emigrant who is returning to the local area, where he/she had previously lived for a minimum period of 5 continuous years.</p>	<ul style="list-style-type: none"> <li>• Details of all places of residence over the last 10 years.</li> <li>• If returning to an area where you had previously lived, provide details of previous places of residence.</li> <li>• Proof of residence in the local area for a five-year period e.g. Letter from school, church, birth/baptismal records, utility bills.</li> <li>• Map indicating previous residence of applicant.</li> <li>• Land registry map and folio number indicating lands in family ownership, even where those lands have now been disposed of.</li> </ul>	

A **Landowner** is defined as an individual with a minimum landholding in the local rural area of 2 hectares (5 acres), which he or she has owned for a minimum period of 5 years prior to the date of submission of a planning application.

**Immediate family** is considered to be a sibling, son or daughter or adopted child of the landowner. Where the landowner's child(ren) have resided outside the state or N. Ireland for a minimum continuous period of 10 years or where the landowner has no children, a niece/nephew may be considered a landowner's family member.

A **local area** is defined as being within a radius of 4 kilometres.

A **rural area** is defined as outside the defined development limits of a settlement.

7. Have you submitted a certified copy of the land registry map and accompanying folio map showing all land in the ownership of the applicant?

Yes  No

(Please note that a map of the entire landholding from which the site is taken must be submitted and not just the field in question. Failure to submit this information will result in delays with the processing of this application.)

8. Are you aware that in the event that planning permission is granted an occupancy condition will be applied and in some cases a Section 47 agreement in accordance with the Act (Planning & Development Acts 2000-2010) restricting residency to the applicant for a period of 7 years, will be attached?

Yes  No

**I hereby declare that the information contained in this form is correct**

Signature: \_\_\_\_\_

Applicant: \_\_\_\_\_

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

(i) The giving of false or misleading information or failure to complete the form accurately and in full will result in delays with the processing of this application.

(ii) Before completing this form you are advised to study the relevant provisions of the Monaghan County Development Plan (2019-2025) and in particular Section 2.8.1 Rural Areas Under Strong Urban Influence which sets out policy in relation to housing needs.

**FORM OF AGREEMENT – VISIBILITY SPLAYS AND FORWARD/REAR VISIBILITY**

1. This AGREEMENT is made the \_\_\_\_ day of \_\_\_\_\_ 20\_\_ between \_\_\_\_\_  
\_\_\_\_\_ of \_\_\_\_\_

in the County of Monaghan (hereinafter called the Grantor) of the One Part and \_\_\_\_\_  
\_\_\_\_\_ of \_\_\_\_\_

in the County of Monaghan (hereinafter called the Grantee) of the Other Part.

2. WHEREAS the Grantee has applied to Monaghan County Council for permission to carry out development on the part of the lands of \_\_\_\_\_ at \_\_\_\_\_  
\_\_\_\_\_ in the County of Monaghan registered on Folio \_\_\_\_\_ of the Register County Monaghan described in the Schedule hereto.

3. AND WHEREAS it is necessary that the Grantee provide clear line of sight of \_\_\_\_\_ metres from the entrance to their development from a point in the entrance 3.0 metres from the road edge at a height of between 1.05 metre and 2.0 metres above ground level to an object height of between 0.26/1.05\* metres and 2.0 metres above ground level in both directions, and where necessary, provides forward/rear visibility\* of \_\_\_\_\_ metres at a height of between 1.05 metre and 2.0 metres above ground level to an object height of between 0.26/1.05\* metres and 2.0 metres above ground level.

4. The Grantor, as registered owner of the lands registered on Folio \_\_\_\_\_ of the Register County Monaghan, at the request of the Grantee and in consideration of €\_\_\_\_\_ paid by the Grantee to the Grantor, the Grantor hereby grants unto the Grantee his heirs and assigns the owners for the time being of the property described in the schedule hereto, the right at all times to carry out works (including cutting back, removal and setting back of hedgerows, fences, walls, pillars, or poles) over the area on the lands of the Grantor between the points marked "A" and "B" measuring \_\_\_\_\_ metres and delineated on the map attached hereto to the intent that shall at all times allow for the clear line of sight and any required forward visibility described in paragraph three hereof, and undertakes not to do or permit any act or thing which would obstruct or diminish said clear line of sight / forward visibility / rear visibility\*.

5. WHEREAS the Grantor is the registered owner of the lands registered on said Folio \_\_\_\_\_ of the Register County Monaghan. The Grantor HEREBY ASSENTS to the registration of the rights herein created being registered as a burden on the said Folio \_\_\_\_\_ County Monaghan.

ALL THAT part of the lands of comprised in Folio \_\_\_\_\_ being part of the lands of the Register County Monaghan as delineated on the map attached hereto and thereon edged with red.

\*Delete that which does not apply

SIGNED SEALED AND DELIVERED by the said

in the presence of:

SIGNED SEALED AND DELIVERED by the said

in the presence of:





# COMHAIRLE CONTAE MHUINEACHÁIN MONAGHAN COUNTY COUNCIL

Planning Section, County Offices, The Glen, Monaghan H18 YT50  
Tel: 047 30532 Fax: 047 76276 E mail: [planning@monaghancoco.ie](mailto:planning@monaghancoco.ie)

**Application Form  
AAF**  
For Official Use  
Application Ref:  
Date Received:

## SUPPLEMENTARY PLANNING APPLICATION FORM FOR AGRICULTURAL DEVELOPMENT

### Guidance Notes for completing this form

- Please complete in black ink, as appropriate, using block capitals.
- Q8 & Q9 - All existing and proposed storage facilities should be included. The type of store (refer to A, B, C, D and E below), the type of waste (refer to 1, 2, 3, 4, 5, 6 and 7 below) and the dimensions and capacity of storage facilities must also be included.
- Q11 - List all lands that are owned/leased or controlled by the applicant. Any lands not owned by the applicant should be indicated as such and a written legal agreement or contract submitted to support the application. The information required is similar to the information normally entered on the Area Aid application form.
- Q12 - In columns "A & B" enter the maximum number of stock that are housed and outwintered currently on farm and in columns "C & D" enter the maximum number of stock that will be housed and outwintered after the completion of the development.
- Q17 – Application of soiled water to lands must adhere to Article 18 (5) of the EU ( Good Agricultural Practice for Protection of Waters) Regulations 2017 in relations to quantities and irrigation rates for landspreading soiled waters.
- The following information shall be submitted on a site location map (1/2500 scale):-
  - Land to receive slurry outlined in brown
  - All dwelling houses within 100 metres of the proposed development marked by the initials D.H with names of occupants if other than applicant
  - All potable water supplies within 100 metres of the development marked by the initials P.W
  - All watercourses (drains, streams and ponds) marked by a yellow line; expansive waters such as lakes shaded yellow
  - All hedgerows outlined by a green line
- The following information shall be submitted on a site layout plan (1/500 scale):-
  - All buildings within the farmyard complex existing and proposed
  - Existing and proposed slurry and effluent holding facilities
  - Concreted yards and aprons
  - Storm drainage
  -

### Section A: General Details

1. Applicant: \_\_\_\_\_

2. Location of Development: \_\_\_\_\_

3. Nature of Proposed Works: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

4. Distance between development and nearest third party dwelling house: \_\_\_\_\_metres

5. Area of farm \_\_\_\_\_hectares/acres\* \*Delete as appropriate

6. Floor/Footprint area of proposed farm buildings/tanks/stores/yards: \_\_\_\_\_square metres

7. Will any proposed waste storage facility be above or below ground?      Above       Below       N/A

## 8. Detail Existing Waste Storage Facilities Below:

Type of Waste Storage Facility*	Type of Farm Waste**	Length (m)	Width (m)	Depth (m)	Capacity (LxWxD)=m <sup>3</sup>	Weeks Storage

\*A) Uncovered Tanks    B) Covered Tanks    C) Roofed Slatted Tanks    D) Dungstead    E) Litter Store  
 \*\*1) Slurry    2) Farm Yard Manure    3) Poultry Litter    4) Soiled Water    5) Washings    6) Spent Compost    7) Other

## 9. Detail Proposed Waste Storage Capacity Below:

Type of Waste Storage Facility*	Type of Farm Waste**	Length (m)	Width (m)	Depth (m)	Capacity (LxWxD)=m <sup>3</sup>	Weeks Storage

\*A) Uncovered Tanks    B) Covered Tanks    C) Roofed Slatted Tanks    D) Dungstead    E) Litter Store  
 \*\*1) Slurry    2) Farm Yard Manure    3) Poultry Litter    4) Soiled Water    5) Washings    6) Spent Compost    7) Other

10(a). Has a Nutrient Management Plan been prepared for the holding?    Yes     No

10(b). If Yes has a laboratory analysis report of soil fertility been submitted with the application?    Yes     No

**Complete the following sections B and C as appropriate/relevant and sign declaration in Section D at end of this form**

**Section B: Cattle, Sheep and Horses**

## 11. Lands Available for Slurry Spreading:

Townland (in CAPITALS)	Owned (o) Rented (r)	Land Parcel Identification Number										Area in Hectares	

## 12. Detail Stock Numbers on Farm Below:

	Column A - Existing Housed Animals	Column B - Existing Outwintered Animals	Column C - Proposed Housed Animals	Column D - Proposed Outwintered Animals
Dairy Cows				
Suckler Cows				
Cattle > 2 years				
Cattle (18-24 months old)				
Cattle (12-18 months old)				
Cattle (6-12 months old)				
Cattle (0-6 months old)				
Lowland Ewe				
Mountain Ewe				
Lamb-finishing				
Horses				

### Section C: Poultry, Pigs and Mushrooms

#### 13. Detail Bird Places Below:

Bird Type	Existing Bird Numbers Following Development	Proposed Total Bird Numbers Following Development
Broilers		
Broiler/Breeders		
Pullets		
Layers		
Ducks		
Turkeys		
Other		

#### 14. Detail Pig Places Below:

Pig Type	Existing Pig Numbers Before Development	Proposed Total Pig Numbers Following Development
Breeding Unit (Sows)		
Integrated unit (Sows)		
Finishing Unit (Pigs)		
Other		

#### 15. Washwaters

(a) Storage Tank Capacity: \_\_\_\_\_

(b) Nitrogen and Phosphorus content of Washwaters: \_\_\_\_\_ KgN \_\_\_\_\_ KgP \_\_\_\_\_ M<sup>3</sup>/Year produced

(c) Destination for washwaters: Own spreadlands() \_\_\_\_\_ ha  
Other (Please specify) \_\_\_\_\_

16. (a) Nitrogen and Phosphorus content of manure: \_\_\_\_\_ kgN/1000 birds  
\_\_\_\_\_ kgP/1000 birds  
\_\_\_\_\_ Total P(kg) \_\_\_\_\_ Total N (kg)

(b) Nitrogen and Phosphorus content of pig slurry: \_\_\_\_\_ kgN/Sow place  
\_\_\_\_\_ kgP/Sow place  
\_\_\_\_\_ Total P(kg) \_\_\_\_\_ Total N (kg)

(c) Nitrogen and Phosphorus content of spent compost: \_\_\_\_\_ kgN  
\_\_\_\_\_ kgP  
\_\_\_\_\_ Total P(kg) \_\_\_\_\_ Total N (kg)

17. Own farm stocking rate if applicable: \_\_\_\_\_ KgN/Ha

18. Have maps of spread lands within Co. Monaghan for wash water application been submitted with the application?  
(Maps to be 1:50,000 aerial photography with land parcels outlined in red) Yes  No

19(a). If free range unit, has a letter of approval for paddock area from the Department of Agriculture, Food & Marine been submitted? Yes  No

19(b). If No have calculations for stocking rate and details of land suitability been provided? Yes  No

20. Have maps of spread lands for manure / spent compost application within Co. Monaghan been submitted?  
(Maps to be 1:50,000 aerial photography with land parcels outlined in red) Yes  No

