

**Proposal of Application Notice (PAN)**

The Planning Act (Northern Ireland) 2011, Section 169  
 Article 11 of the Planning (General Development Procedure)  
 Order (Northern Ireland) 2015

Official Use	
Application No.:	_____
Fee Received: £	_____
Receipt No.:	_____

This form is specifically designed to be downloaded and completed offline. If completing a printed version, please use black ink and block capitals as the document will be scanned once received by the Planning Authority.

If you would rather make this application online, you can do so on the Planning Portal (<https://submissions.planningsystemni.gov.uk/app/>).

Please note that when you submit a planning application the information you provide including all plans, maps, drawings, forms and associated assessments will appear on the Planning Register which is publicly available and, along with any other associated documentation (with the exception of personal telephone numbers, personal e-mail addresses or sensitive personal data), will also be published online on the Planning Portal (<https://planningregister.planningsystemni.gov.uk/>). The Planning Authority will process your information in line with the General Data Protection Regulations (GDPR) requirements. A copy of the full Privacy Statement is available on the Planning Portal. To request a hard copy, please contact the Data Protection Officer for the relevant Planning Authority.

To find contact details for the Planning Authorities, including the postal or e-mail address to send offline applications to, please check their website or visit [www.nidirect.gov.uk/contacts/planning-offices-ni](http://www.nidirect.gov.uk/contacts/planning-offices-ni).

**Section A**

**Applicant's name and address**

**Agent's name and address (if applicable)**

Name:		Name:	
Address:		Address:	
Town/City:		Town/City:	
Postcode:		Postcode:	
Tel:		Tel:	
Mobile:		Mobile:	
E-mail:		E-mail:	
Your Ref.:		Your Ref.:	

**Section B – Site Address**

Give the full postal address of the site to be developed. If you cannot provide a postcode, then please give the most accurate description you can in order to help locate the site.

**Section C – Site Area**

What is the area of the site? (Hectares)

## Section D – Details of Proposed Development

### Description of Proposed Development

Please give a concise and accurate description of all elements of the proposed development that requires consent, including the purpose for which the land / buildings are to be used. Provide details of all buildings proposed and any ancillary works including access arrangements associated with the proposal. Please also include details of any demolition if the site falls within a designated area.

Please indicate what type of application is being requested

Outline permission

Full permission

### Floorspace Summary

Does the proposal include floorspace?

Yes

No

If yes, what is the total gross floorspace of proposed development (sq m)?

## Section E – Renewable Energy

Does your proposal involve renewable energy development?

Yes

No

If yes, please provide details for each applicable type of renewable energy. Please include renewable energy type and total amount of power (MW) expected to be generated per year.

## Section F - Determinations

Has a determination been made as to whether the proposed development would be of Regional Significance?

Yes

No

If Yes, please provide the Reference No. for the Regional Significance determination

**Please note, as part of this application process you must also attach a copy of the determination made under Section 26 of the Planning Act (NI) 2011.**

Has an Environmental Impact Assessment determination previously been made?

Yes  No

If Yes, please provide the Reference No. for the Environmental Impact Assessment determination

**Please note, as part of this application process you must also attach a copy of the determination made under Part 2 of the Planning (Environmental Impact Assessment) Regulations (NI) 2015.**

## Section G – Details of Proposed Consultation

The minimum statutory consultation activity includes holding one public event and its advertisement in a local paper. A public event must not be held earlier than 7 days after the notification date.

Please add separate details for each proposed consultation

Proposed public event	Venue	Date and Time

Name of publication(s):

Proposed advert start and finish dates:

Please specify details of any other consultation methods including distance from site for notifying neighbouring properties (e.g. 100m, 200m etc) and method of notification (please include date, time and with whom):

Details of any other publicity methods (such as leaflets, posters, etc):

## Section H – Details of Other Parties Receiving a copy of this PAN

### Please state which other parties have received a copy of this Proposal of Application Notice (PAN)

The minimum statutory consultation activity includes holding one public event and its advertisement in a local paper. A public event must not be held earlier than 7 days after the notification date.

Elected member(s) for District Electoral Area, including Date Served:

Details for Other Parties, including Date Served:

## Section I – Authority Employee / Elected Member Interest

Are you / the applicant / the applicant's spouse or partner, a member of staff within the council or an elected member of the council?

Yes  No

Are you / the applicant / the applicant's spouse or partner, a relative of a member of staff in the council or an elected member of the council or their spouse or partner?

Yes  No

If you have answered Yes to either of the above questions, you / the applicant / the applicant's spouse or partner may have a duty to declare an interest in this application under the Authority's code of conduct or scheme of delegation. If necessary, a council officer may be in touch with you to confirm details.

## Section J - Declaration

The information \*I / we have given in this form is correct and complete to the best of my knowledge and belief.

Signature of \*Applicant / Agent \_\_\_\_\_ Date \_\_\_\_\_

On behalf of \_\_\_\_\_

\* Delete as appropriate

This information may be shared with other departments within the Authority for the purposes of promoting investment. Please indicate by ticking the box below that you are providing your personal data on the basis of consent and are positively agreeing that it is shared with these departments and used for the purpose described, who may contact you and consider tailored support to meet your needs. Please note that availing of this service will have no influence on the planning process or the likelihood of you receiving planning permission.

I consent for my personal data to be shared with other departments within the authority

**PLEASE NOTE:** A planning application for this development cannot be submitted less than 12 weeks from the date the Proposal of Application Notice is received and without the statutory requirements having been undertaken. The application must be accompanied by the Pre-Application Consultation report.

We will respond within 21 days of receiving the Notice. We will confirm whether the proposed pre-application community consultation is satisfactory, or if additional notification and consultation is required. The minimum statutory consultation activity includes holding one public event and its advertisement in a local paper. We also require this Notice to be sent to local councillors for the District Electoral Area in which the proposed development is situated, and evidence of additional publicity of the event.