



**APPLICATION FORM for CERTIFICATE of EXEMPTION  
from the provisions of  
SECTION 96 of the PLANNING & DEVELOPMENT ACTS 2000 – 2015**

1. Applicants Name: \_\_\_\_\_
2. Agent: \_\_\_\_\_
3. Number of Dwelling Units proposed: \_\_\_\_\_
4. Site Area: \_\_\_\_\_ Sq. Metres
5. Location of proposed Development: \_\_\_\_\_  
\_\_\_\_\_
6. Description of proposed Development: \_\_\_\_\_  
\_\_\_\_\_
7. Applicants interest in lands: \_\_\_\_\_  
\_\_\_\_\_

This application must be accompanied by the following:-

- a) 4 copies of a site location map to a scale of 1:2500 or greater with the site clearly outlined in red
- b) Statutory Declaration (please refer to the enclosed Explanatory Memorandum)
- c) Contact Details (printed on a separate page)

Completed application form to be returned to: **The Planning Department  
Kerry County Council,  
County Buildings  
Tralee,  
Co. Kerry**

**INFORMATION TO BE INCLUDED IN A STATUTORY DECLARATION TO  
SUPPORT AN APPLICATION FOR A CERTIFICATE OF EXEMPTION  
FROM THE PROVISIONS OF  
SECTION 96 OF THE PLANNING AND DEVELOPMENT ACTS 2000 - 2015**

- (a) In respect of the period of five years preceding the application, such particulars of the legal and beneficial ownership of the land, on which it is proposed to carry out the development to which the application relates as are within the applicant's knowledge or procurement.
- (b) Identifying any persons with whom the applicant is acting in concert.
- (c) Particulars of:
  - (i) any interest that the applicant has or had at any time during the said period, in any land in the immediate vicinity of the land on which it is proposed to carry out such development, and
  - (ii) any interest that any person with whom the applicant is acting in concert has, or had at any time during the said period, in any land in the said immediate vicinity, of which the applicant has knowledge.
- (d) Whether the applicant, or any person with whom the applicant is acting in concert, has been granted, within the period of 5 years prior to the date of making of the application, a certificate under Section 97 of the Act which at the time of the application remains in force and
- (e) Whether the applicant, or any person with whom the applicant is acting in concert, has carried out, or has been granted permission to carry out, a development consisting of the provision of 9 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 of the application for a certificate, on land in respect of which the certificate is being sought or land in its immediate vicinity (save that any such development carried out, or permission granted, before 1st November, 2001 may be disregarded).
- (f) A statement that the applicant is not aware of any facts or circumstances that would constitute grounds under subsection (12) for the refusal by the Planning Authority to grant a certificate.
- (g) Such other information as may be prescribed.

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The name and address of the Peace Commissioner/ Commissioner for Oaths/ practising Solicitor must be clearly shown on the Statutory Declaration.

The Declaration must be stamped by Peace Commissioner/ Commissioner for Oaths/ practising Solicitor.

**THIS MUST BE PRINTED ON A SEPARATE PAGE**

**CONTACT DETAILS**

**23. Applicant address/contact details**<sup>19</sup>

<i>Applicant</i>	
<i>Address</i>	

**24. Agent's (if any) address**

<i>Agent (if any)</i>	
<i>Address</i>	
<b>Please indicate which address all correspondence is to be sent to (Please tick appropriate box)</b>	
Applicant [ ]    Agent [ ]	

**Additional contact information**

The provision of additional contact information such as email addresses or phone numbers is voluntary and will only be used by the Planning Authority to contact you should it be deemed necessary for the purposes of administering the application. These details will not be made available to any third party with the exception of An Bord Pleanála in the event of an appeal, where again it will only be used by An Bord Pleanála for the purposes of administering the appeal.

The name and address elements of the application provided in questions 23-24 will be held, and be available for inspection/purchase by the public in accordance with the Planning and Development Acts 2000 – 2015 and associated regulations for a period of 7 years commencing on the date of the making of the decision. The additional contact information will be destroyed on the completion of the application process and when no appeal is made to An Bord Pleanála.

<i>Phone number</i>	
<i>Email address</i>	
<i>The above details belong to:</i> The applicant [ ]    The agent [ ]	