

Single Rural Housing

Supplementary Application Form

This supplementary form is intended to assist people applying for permission for an individual house within the hinterland area identified in the Cork City Development Plan 2022-2028.

(a) Which parts of the Cork City Administrative Area have rural housing planning policies?

In the Cork City Development Plan 2022-2028 there are particular rural housing policy objectives for the hinterland area.

The hinterland area is defined in the Cork City Development Plan maps as those lands zoned “ZO 20 City Hinterland”. The Cork City Development Plan Digital Maps browser is available at www.corkcity.ie

(b) Why does the Council need this extra information?

To assess whether a person/persons complies with the relevant rural housing policy in the local rural area in which they intend to build a dwelling.

The information in this form will help the Council to consider the applicant’s individual circumstances and the nature of their housing need against the relevant rural housing policy.

(c) Who should fill out this form?

Anyone proposing to build a dwelling in the hinterland area should complete this form and submit it with the application.

The form should only be completed and signed by the person/persons who intend to build a first home for their permanent occupation.

The signature of someone acting on his or her behalf will not be sufficient.

(d) How do I find out if my site is located within the hinterland area where the rural housing policy applies?

The applicant’s own planning consultant / advisor is best placed to investigate any planning policy objectives, to check out planning histories in the area and to explain the exact policies that might apply in a particular area. The Council’s Development Management Planners can also assist with explaining the relevant planning policies. **Applicants are requested to submit the completed signed form as part of planning application documentation.**

(e) Why would this information help my application?

For persons who have a suitable site and have a demonstrable economic or social need to live in a rural area, the information submitted will help the Planning Authority to adjudicate on a proposal. **Cork City Council’s approach to its rural housing policy including ‘demonstrable economic or social need’ is set out in paragraph 3.53 of the City Development Plan www.corkcity.ie**

Applicants are advised to include any additional information that can substantiate their case. The Government, in its Sustainable Rural Housing Guidelines 2005, recommends the use of forms such as this to assist applicants.

(f) Why do I need to give the name of a referee on the form?

When the name of a referee is given in the Supplementary Application Form the Planning Authority can verify and document the information submitted.

A suitable referee can be a Clergy person, a Solicitor, a Garda, a Peace Commissioner or a School Principal.

(g) If I answer everything in this form, what happens next?

The extra information in this Supplementary Application Form will be useful in making the planning decision. If the Council decides to grant planning permission on the basis of a person's individual circumstances, it will normally be necessary for the applicants to give a legal undertaking that the dwelling will be used for their permanent occupation. In appropriate cases, this would normally be included as a formal planning condition.

The information in the form **does not address all planning issues in a rural area** – other normal proper planning and sustainable development considerations found within the Cork City Development Plan 2022-2028 also apply.

These include: - planning history, site selection; design; visual impact; road safety; drainage; effluent disposal and water supply; pollution and public safety; impacts on natural, archaeological or built heritage, environmental issues and any other relevant planning policies and standards etc.

You should contact your own planning consultant / advisor for advice on these other aspects of your proposal.

General Data Protection Regulations

Personal information is collected by Cork City Council to enable the Planning Authority to process your application for planning permission. Legally the Planning Authority can process this information as it has been obtained with your consent & it is necessary in order to comply with statutory/legal obligations.

Supplementary Application Forms will not be published online, however, information provided within this form may be relied upon and referenced in related planning reports.

The protection of your personal data is a key priority for the Council and your data will be processed in line with the Council's Privacy Policy which is available at www.corkcity.ie or in hardcopy from any Council Office.

Should you have any questions about the Council's Privacy Policy or in the information that Cork City Council hold about you, please contact the Council by email to dataprotection@corkcity.ie or write to the Data Protection Officer, Cork City Council, City Hall, Anglesea Street, Cork, Ireland.

Supplementary Planning Application Form**1. The Applicant(s)****(Please complete these details for each applicant. For more than two applicants, add separate sheet(s))**

APPLICANT 1		APPLICANT 2											
1.1	Name (including maiden name, where applicable):	1.6	Name (including maiden name, where applicable):										
1.2	How long have you lived at your current address? With regard to this address, please tick one of the following: - In your ownership ☐ Rented ☐ Other (please elaborate) ☐	1.7	How long have you lived at your current address? With regard to this address, please tick one of the following: - In your ownership ☐ Rented ☐ Other (please elaborate) ☐										
1.3	Age Category: (tick one) <table border="1"> <tr> <td>0-19</td> <td>20-24</td> <td>25-44</td> <td>45-59</td> <td>60+</td> </tr> </table>	0-19	20-24	25-44	45-59	60+	1.8	Age Category: (tick one) <table border="1"> <tr> <td>0-19</td> <td>20-24</td> <td>25-44</td> <td>45-59</td> <td>60+</td> </tr> </table>	0-19	20-24	25-44	45-59	60+
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1.4	Principal Occupation:	1.9	Principal Occupation:										
1.5	Name and address of place of work including Eircode:	1.10	Name and address of place of work including Eircode:										

2. Connection to the Local Rural Area (Social Need): Please give as a complete a picture as possible of each applicant's local rural connection – if any. Include maps where required. Additional details can be given on extra sheets if necessary.

APPLICANT 1		APPLICANT 2	
2.1	Have you ever lived in the Local Rural Area* where the site is situated? YES ☐ NO ☐	2.2	Have you ever lived in the Local Rural Area* where the site is situated? YES ☐ NO ☐
2.1a	If yes, please provide details of the address(es), including Eircodes, of all the locations where you have lived, together with relevant dates (Years). Also, please indicate the exact location/address of the house(s) on a map. Please clarify the nature of the occupancy in each case e.g., Living with family, owner occupied, renting etc. (Please use separate page where required.)	2.2a	If yes, please provide details of the address(es), including Eircodes, of all the locations where you have lived, together with relevant dates (Years). Also, please indicate the exact location/address of the house(s) on a map. Please clarify the nature of the occupancy in each case e.g., Living with family, owner occupied, renting etc. (Please use separate page where required.)
2.1b	If you have previously lived in this Local Rural Area, please provide the name and address of local school(s) attended and dates of attendance if relevant.	2.2b	If you have previously lived in this Local Rural Area, please provide the name and address of local school(s) attended and dates of attendance if relevant.
2.1c	If you have previously lived in this Local Rural Area, are you currently or have you previously worked in this Local Rural Area? Please provide full details of nature of work, location of work and dates of employment.	2.2c	If you have previously lived in this Local Rural Area, are you currently or have you previously worked in this Local Rural Area? Please provide full details of nature of work, location of work and dates of employment.

***Local Rural Area is generally within the Sustainable Rural Housing Guidelines for Planning Authorities 2005 as “townland, parish or catchment of the local rural school to which the applicant has a strong social and/or economic link.”**

3. Rural Family Landholding(s) / Agricultural Activity																			
3.1	Does the site form part of a landholding in the ownership of you or a member of your family? YES ☐ NO ☐ Do you intend to take over the ownership of a landholding / farm? YES ☐ NO ☐																		
3.2	Please state the owner of the holding and indicate that person's relationship to the applicant. (e.g., father of applicant 1, brother of applicant 2, owned by applicant 2, niece of applicant 1, Other (please elaborate)).																		
3.3	If you have answered yes to question 3.1, please state the extent of the entire landholding (in hectares). NB: Include any 'outside' farm holdings if relevant.																		
3.3a	Please state when the above holding was acquired (year).																		
3.4	Please attach registry map(s) of the entire holding, including 'outside' farm holdings, referred to above. The following locations must be clearly marked: • Location of original home • Locations of any other family dwellings • Any other planning permission(s) on the holding (including sites that have been sold) • Locations of all principle agricultural buildings (if relevant)																		
3.5	Are you personally engaged in agriculture? (Please tick relevant boxes) <table border="1" style="width: 100%; border-collapse: collapse;"> <tbody> <tr> <td>Applicant 1</td> <td>YES</td> <td>NO</td> <td>Applicant 2</td> <td>YES</td> <td>NO</td> </tr> <tr> <td>Full Time</td> <td>YES</td> <td>NO</td> <td>Full Time</td> <td>YES</td> <td>NO</td> </tr> <tr> <td>Part Time</td> <td>YES</td> <td>NO</td> <td>Part Time</td> <td>YES</td> <td>NO</td> </tr> </tbody> </table>	Applicant 1	YES	NO	Applicant 2	YES	NO	Full Time	YES	NO	Full Time	YES	NO	Part Time	YES	NO	Part Time	YES	NO
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Full Time	YES	NO	Full Time	YES	NO														
Part Time	YES	NO	Part Time	YES	NO														
3.5a	If you are engaged in agriculture, what is the nature of the farming/ agricultural business being carried out? Note: Please attach a map of the relevant agricultural holding (if any) with the locations of principal agricultural buildings clearly marked.																		
3.5b	If neither applicant is involved in farming in the land, give the name and address of the principal person farming the landholding.																		

4. Other Landholdings

4.1	If the site does not form part of a family landholding, please submit details of the full name and address (including Eircode) of the landowner and a registry map of the total landholding from which the site is proposed to be annexed.
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5. Other Rural Occupations / Local Connections (Economic Need)

5.1	Please indicate if this category applies and include all relevant supporting information/documentation with the Supplementary Application Form, including the following:				
	• Full name and address of employer and nature of employment. • Details of length of time that you have been employed (dates). • Map showing location of employment (identified on a map).				
5.2		APPLICANT 1		APPLICANT 2	
5.2a	Working full-time in farming, forestry, inland waterway, marine related occupations.	YES		YES	
		NO		NO	
5.2b	Details relating to the relevant category above can be completed here or on a separate sheet.				
	• Employer name and Address: • Role: • Dates: • Work location (include map)				

6. Rural Generated Housing Need	
APPLICANT 1	
6.1	Do you currently own, or have you ever owned, any residential properties? YES ☐ NO ☐ If yes, please give relevant address(es) and Eircode on an attached sheet and indicate periods of ownership.
6.2	Have you ever received planning permission for a dwelling in a rural area? YES ☐ NO ☐ If yes, please give details including planning reference number(s)
6.3	Have you previously built a home in a rural area? YES ☐ NO ☐ If yes, please indicate the location (including map) and include the planning register number(s)
6.4	Do you currently own, or have you ever owned, any residential properties? YES ☐ NO ☐ If yes, please give relevant address(es) and Eircode on an attached sheet and indicate periods of ownership.
6.5	Have you ever received planning permission for a dwelling in a rural area? YES ☐ NO ☐ If yes, please give details including planning reference number(s)
6.6	Have you previously built a home in a rural area? YES ☐ NO ☐ If yes, please indicate the location (including map) and include the planning register number(s)
6.7	Are there any other exceptional circumstances that would support your case for a dwelling at this rural location? YES ☐ NO ☐ (If yes, please set out these special circumstances that would support your case for a dwelling at this rural location below or on a separate sheet. If the circumstances are health related please see 6.8).

6.8	Section 11.132 of the City Development plan outlines that ‘demonstrable exceptional social need’ could include demonstrable exceptional health circumstances where an applicant is clearly required to live in a particular environment. <u>Associated planning applications for a rural dwelling based on a medical need must be supported by relevant documentation from a registered medical practitioner and a qualified representative of an organisation which represents or supports persons with a medical condition or a disability.</u> <u>Applications should also set out a clear rationale detailing why a family flat is not a suitable alternative.</u> Are the required supporting documents provided? YES ☐ NO ☐
	In the event that permission may be granted, please note that an occupancy condition restricting the occupancy of the proposed house, as a place of permanent residence, may be applied.

7. Signatures & Referee			
APPLICANT 1		APPLICANT 2	
7.1	I confirm that the details given in this form (and in any attachments) are correct and that if permission is granted for this dwelling, it will be my place of permanent residence. Signed:..... Date:	7.2	I confirm that the details given in this form (and in any attachments) are correct and that if permission is granted for this dwelling, it will be my place of permanent residence. Signed:..... Date:

7.3

Referee:

An independent Referee* is required to verify all of the information given in this form and its attachments and must agree to being contacted by the Planning Authority for verification.

The Referee* should complete this section of the form **(using Block Capitals)** and sign below to confirm their verification of the information.

Name of Referee:	
Address:	
Contact Phone Number:	
Occupation:	
Signature of Referee:	

(*Clergyperson, Lawyer, Garda, Peace Commissioner or School Principal)