

An
Bord
Pleanála

Fees and charges

April 2019



About this guide

This guide lists the fees and charges that are paid to An Bord Pleanála for:

- Planning appeal cases
- Strategic infrastructure development cases
- Strategic housing development cases
- Building Control Act cases
- Water Pollution Act cases
- Other cases under the Planning and Development Acts
- Other requests like Freedom of Information requests

This guide does not claim to be a legal interpretation of the law. We have tried to make this guide as accurate as possible. However, An Bord Pleanála will not be held responsible for any action arising out of its use.

The fees in this guide are valid from September 2011 apart from the fees for strategic housing development cases which apply from July 2017 and fees concerning appeals on vacant sites fees which apply from April 2019.

How to use this guide

If you know the fee category for what you want to do, you can check the contents on pages 3 and 4.

If you are not sure what the fee is for what you want to do, you can look at “What fee applies to what I want to do?” on pages 10 to 13. This will help you identify how much you may have to pay us. We advise you to read a glossary of the terms we use in this guide on pages 5 to 9.

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Terms we use in this guide

Before we identify the correct fee for you, here are some common terms used in this guide. These terms will help you find the correct fee.

| | |
|---|---|
| Access to information on the environment | Under the Access to Information on the Environment Regulations, anyone is entitled to apply to An Bord Pleanála for access to environmental information that is held by, or for, An Bord Pleanála. |
| Acknowledgement | A document issued by a planning authority which shows you made a submission to that planning authority. |
| Appellant | An individual or organisation who makes an appeal (see also First Party, Third Party). |
| Appeal | A review of the planning authority's decision on a planning application. |
| Applicant | An individual or organisation who makes a planning application to a planning authority (see also First Party). |
| Appropriate assessment (AA) | Whether a plan or project, alone or together with other plans and projects, is likely to have significant effects on a European Site(s). This is in view of best scientific knowledge and the conservation objectives of the site(s). |
| Board | The Board of An Bord Pleanála. |

| | |
|---|---|
| <p>Commercial</p> | <p>Commercial developments are:</p> <ul style="list-style-type: none"> • non-residential developments for professional, commercial or industrial purposes, • developments for paid or rewardable services, or • residential developments of two or more houses / flats. <p>Commercial does not include developments for agricultural purposes.</p> |
| <p>Environmental Impact Assessment Report (EIAR)</p> | <p>A document prepared by an applicant that assesses the likely significant effects on the environment of a proposed development.</p> |
| <p>First Party</p> | <p>The person who applies for planning permission for a proposed development (see also Applicant).</p> |
| <p>Freedom of information</p> | <p>Under the Freedom of Information Act, anyone is entitled to apply to An Bord Pleanála for access to information that is held by it and not otherwise publicly available.</p> |
| <p>Leave to appeal</p> | <p>Requesting the permission of the Board to make an appeal as you did not make a submission on an application, but the conditions attached to a grant of permission on that application by the planning authority would now impact land in which you have an interest and which is beside the proposed development site.</p> |

| | |
|--|---|
| Local authority project | Applications for planning permission made directly to An Bord Pleanála for major infrastructure developments (prioritised by the Government) submitted by a local authority. It also includes associated and other cases relating to compulsory acquisition of land by local authorities. |
| Natura impact statement (NIS) | A document prepared by an applicant that assesses the likely significant effects on certain nature conservation sites arising from a proposed development. |
| Observation, Observer (Appeals) | Any person, other than the applicant, planning authority or an appellant, who comments on an appeal (see also Submission). |
| Observation, Observer (Applications) | Any person, other than the applicant, who comments on the application (see also Submission). |
| Oral hearing | An oral hearing is to allow further discussion and examination of relevant issues that arise in a case before An Bord Pleanála. |
| Planning and Development Act 2000; Planning and Development Acts (as amended) | An Act of the Oireachtas passed in 2000 by the Oireachtas about matters governing the planning system in Ireland. Parts of this 2000 Act have since been changed or amended by several other Acts. Together these Acts are known as the Planning and Development Acts 2000 to 2018. |

| | |
|---|---|
| Planning authority | The local authority – county council, city council, or county and city council – responsible for planning in its area. |
| Prescribed body | An organisation or body specified in regulations made by the Minister. |
| Public access | After a decision has been made on a case, you can view the decided planning case file within three days after the decision. This is called public access. |
| Referral | A case where the Board decides whether a proposal requires planning permission or not. |
| Retention | Planning permission for a development that has already been carried out or partially carried out. |
| Strategic development zone (SDZ) | An area of land that is proposed to contain developments of economic or social importance to the State. Once designated, a draft planning scheme for the phased development of the SDZ is proposed. Draft planning schemes can be appealed to An Bord Pleanála. |
| Strategic housing development (SHD) | Applications for planning permission directly to An Bord Pleanála for certain housing developments. |
| Strategic infrastructure development (SID) | Applications for planning permission directly to An Bord Pleanála for major infrastructure developments by local authorities and others. |

| | |
|-----------------------------|---|
| Submission | Submissions on appeals or applications are in writing (typed or handwritten) and may include supporting documents such as photographs, plans, drawings, videos or technical guidance. |
| Substitute consent | Applications for planning permission made directly to An Bord Pleanála to regularise past development. |
| Third Party (appeal) | A person appealing the decision of a planning authority on a proposed development other than the person who made the original planning application (see also Appellant). |
| We, us | An Bord Pleanála. |
| You | You as a person, company, group, organisation or State authority. |

What fee applies to what I want to do?

To help you identify how much you may have to pay us, please read the following descriptions carefully. To the right are the page numbers where the relevant fees are listed. In bold is the term we use to refer to you or your request.

| Planning appeals | Fees are on pages |
|---|-------------------------|
| I made an application to the planning authority for a proposed development. I want to appeal some or all of the planning authority's decision. You are a First Party . | 17 - 19 |
| I wrote a submission to the planning authority on an application. I want to appeal the planning authority's decision. You are a Third Party . | 20 |
| An appeal has been made on the planning authority decision and I want to make a submission or observation to An Bord Pleanála. You are an Observer . | 21 |
| I want to request the permission of the Board to make an appeal as I did not make a submission on an application, but the conditions attached to a grant of permission on that application by the planning authority would now impact land in which I have an interest and which is beside the proposed development site. This is a leave to appeal request. | 20 |
| An Bord Pleanála has granted my leave to appeal request. I want to know the fee for making an appeal . | 20 |
| I would like An Bord Pleanála to hold an oral hearing on a planning appeal. | 21 |
| I would like An Bord Pleanála to consider a referral . | 22 |
| I want to know the fees for a prescribed body to make an appeal. | 20 |

| Planning appeals | Fees are on pages |
|---|--------------------|
| I would like to know the fees for a substitute consent application. | 22 |
| I would like to know the fees for appeals about planning schemes in strategic development zones . | 21 |
| I would like to know the fees for an appeal about licences for placing appliances, apparatus, structure, cable or other matter on a public road. | 21 |
| I would like to know the fees for an appeal under the Planning and Development Acts that are not already mentioned here. | 21 |

| Scoping or screening of EIAR or NIS | Fees are on pages |
|---|--------------------|
| I want to know the fees for scoping or submitting an EIAR or a NIS. | 23 |

| Strategic infrastructure development (SID) cases | Fees are on pages |
|---|--------------------|
| I want to request a consultation on a strategic infrastructure development application before I submit it. (This is a pre-application consultation request). | 27 |
| I want to make a strategic infrastructure development or a local authority project application. | 28 |
| I want to make a comment or submission on a strategic infrastructure development or local authority project application which is with An Bord Pleanála. | 29 |
| I would like An Bord Pleanála to hold an oral hearing on an application. | 29 |

| Strategic housing development cases | Fees are on pages |
|--|-------------------------|
| I want to request a consultation on a strategic housing development application before I submit it. (This is a pre-application consultation request.) | 32 |
| I want to make a strategic housing development application. | 32 - 34 |
| I want to make a submission on a strategic housing development application which is already with An Bord Pleanála. | 34 |
| I would like An Bord Pleanála to hold an oral hearing on an application. | 34 |

| Building Control Act appeals | Fees are on page |
|--|--------------------|
| <p>I want to make:</p> <ul style="list-style-type: none"> • an appeal, • a submission, or • request an oral hearing <p>on a decision made on an application for a certificate that is issued under the Building Control Acts, such as a Fire Safety Certificate or a Disability Access Certificate.</p> | 36 |

| Urban Regeneration and Housing Act appeals | Fees are on page |
|--|--------------------|
| I want to make an appeal after a planning authority decision to enter a site on a register of vacant sites or a demand for payment of vacant site levy under the Urban Regeneration and Housing Act 2015. | 36 |

| Water pollution appeals | Fees are on pages |
|--|-------------------------|
| I want to make an appeal , make a submission or request an oral hearing on a licence issued under the Local Government (Water Pollution) Act 1977 or Water Services Act 2007. | 37 - 38 |

| Viewing decided case files: Public Access service | Charges are on page |
|--|---------------------|
| I want to know the charges for viewing decided case files through the Public Access service. | 39 |

| Freedom of Information Act requests | Fees are on page |
|--|--------------------|
| I want to know the fees for requesting information under the Freedom of Information Act. | 40 |

| Access to information on the environment requests | Fees are on page |
|---|--------------------|
| I want to know the fees for requesting information under the European Communities (Access to Information on the Environment) Regulations. | 41 |

If you cannot see a description that matches what you want to do, please contact us. A staff member will be happy to help you identify the correct fee or charge.

Paying fees and charges

Fees and charges

Fees must be paid at the same time as making an appeal, application or observation. Please make sure that you have sufficient funds to allow payment on the day you make your appeal, application or observation. If the fee amount cannot be debited using your payment method, your appeal, application or observation will be classed as invalid.

How can you pay?

There are a number of ways you can pay a fee to An Bord Pleanála. It is also possible to pay a fee by more than one payment method.

| | |
|-------------------------------|---|
| Cash | We accept cash payments in Euro (€) at our service desk. We strongly advise that you do not send cash in the post. |
| Debit and Credit Cards | All major debit and credit card payments are accepted at our service desk including: <ul style="list-style-type: none">• Visa• Mastercard• American Express |
| Cheques | Write cheques in Euro (€) and payable to An Bord Pleanála. Make sure they are double crossed. Cheques in Irish Punts (IRL£) are invalid. |
| Bankers Drafts | We accept Bankers Drafts in Euro (€) from banks located in the State. Drafts should be made payable to An Bord Pleanála. |
| Postal Orders | Postal Orders in Euro (€) should be made payable to An Bord Pleanála. |

| | |
|--|--|
| Foreign currencies | <p>We can accept fee payments made in other currencies such as: pound sterling (GBP£), US dollars (USD\$), Australian dollars (AUD\$), and Polish Zloty (PLN zł). We will use the Central Bank of Ireland daily exchange rate to process the payment. However, we do advise that you make a payment that is enough to cover the fee required and any potential currency changes. We will refund any overpayment you may have made.</p> |
| Electronic Fund Transfers (EFT) | <p>You can use Electronic Fund Transfers for large fee amounts for Strategic Infrastructure Development or Strategic Housing Development cases only. Please contact our Finance section on 01 858 8100 for further information.</p> |

Refunds

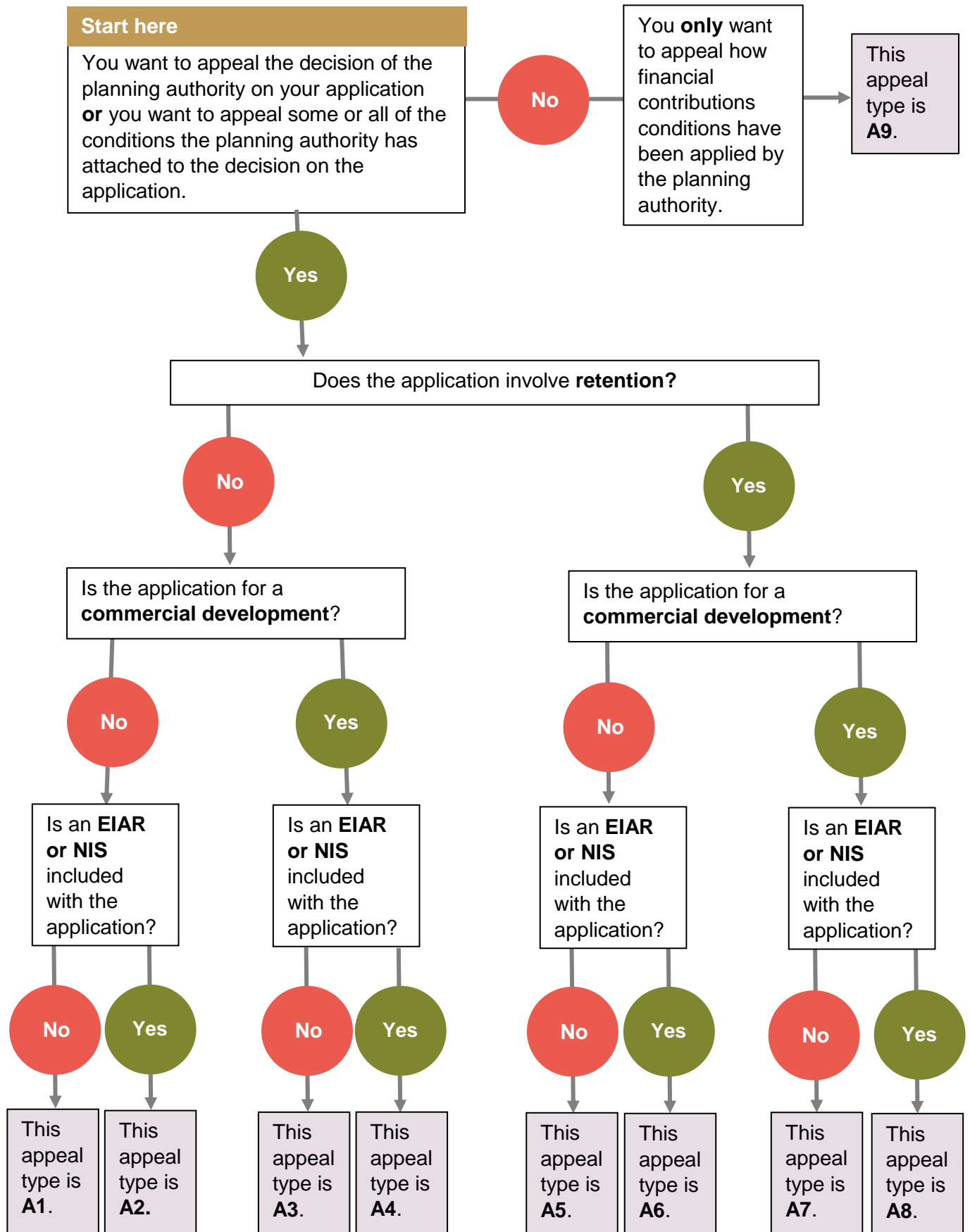
If an appeal, application or observation is returned to you as invalid, we will refund your payment. We will also refund you if you make an overpayment.

We will not refund fees if an appeal, application or observation is unsuccessful or withdrawn after having been accepted as valid.

Planning appeals

First Party appeals

How to find your First Party appeal fee.



| First Party appeals | | Fee |
|---------------------|---|--------|
| A1 | <p>You want to appeal the decision of a planning authority on an application you lodged with it and the application:</p> <ul style="list-style-type: none"> • does not include retention; • does not relate to commercial development; and • does not require an EIAR or NIS. | €220 |
| A2 | <p>You want to appeal the decision of a planning authority on an application you lodged with it and the application:</p> <ul style="list-style-type: none"> • does not include retention; • does not relate to commercial development; and • does require an EIAR or NIS. | €220 |
| A3 | <p>You want to appeal the decision of a planning authority on an application you lodged with it and the application:</p> <ul style="list-style-type: none"> • does not include retention; • does relate to commercial development; and • does not require an EIAR or NIS. | €1,500 |
| A4 | <p>You want to appeal the decision of a planning authority on an application you lodged with it and the application:</p> <ul style="list-style-type: none"> • does not include retention; • does relate to commercial development; and • does require an EIAR or NIS. | €3,000 |
| A5 | <p>You want to appeal the decision of a planning authority on an application you lodged with it and the application:</p> <ul style="list-style-type: none"> • does include retention; • does not relate to commercial development; and • does not require an EIAR or NIS. | €660 |

| First Party appeals | | Fee |
|---------------------|---|--------|
| A6 | <p>You want to appeal the decision of a planning authority on an application you lodged with it and the application:</p> <ul style="list-style-type: none"> • does include retention; • does not relate to commercial development; and • does require an EIAR or NIS. | €660 |
| A7 | <p>You want to appeal the decision of a planning authority on an application you lodged with it and the application:</p> <ul style="list-style-type: none"> • does include retention; • does relate to commercial development; and • does not require an EIAR or NIS. | €4,500 |
| A8 | <p>You want to appeal the decision of a planning authority on an application you lodged with it and the application:</p> <ul style="list-style-type: none"> • does include retention; • does relate to commercial development; and • does require an EIAR or NIS. | €9,000 |

| First Party appeals under Section 48 and Section 49 of the Planning and Development Acts | | Fee |
|---|---|------|
| A9 | <p>You want to appeal only against conditions requiring financial contributions that have been imposed by a special contribution scheme.</p> <p>Or</p> <p>You believe the terms of a Development Contribution Scheme or Supplementary Development Contribution Scheme have not been properly applied by the planning authority, so conditions have been applied in error to a decision.</p> | €220 |

Third Party appeals

Appeals on the decision of a planning authority on a proposed development other than the person or organisation who made the original planning application.

| Planning appeal | | Fee |
|-----------------|---|------|
| A10 | You made an observation or submission to the planning authority on an application, and you now want to appeal the decision of the planning authority. | €220 |

| Leave to appeal | | Fee |
|-----------------|---|------|
| A11 | You would like to apply for leave to appeal the planning authority's decision. | €110 |
| A12 | You submitted a leave to appeal request to An Bord Pleanála. The Board has granted your request. You now are submitting your appeal following this decision. | €110 |

Reduced appeal fee

| Reduced appeal fee | | Fee |
|--------------------|--|------|
| A13 | You are on the list of organisations that qualify for a reduced appeal fee (see the list on pages 24 and 25). | €110 |

Other fees – planning appeals

| Observation or submission | | Fee |
|---------------------------|--|--------|
| A14 | You want to make an observation or submission on a planning appeal which is currently with An Bord Pleanála. | €50 |
| A15 | You are on the list of organisations that qualify for a reduced fee (see the list on pages 24 and 25) and you want to make an observation or submission on a planning appeal which is currently with An Bord Pleanála. | No fee |

| Oral hearing request | | Fee |
|----------------------|---|-----|
| A16 | You want to request that An Bord Pleanála holds an oral hearing on a planning appeal. | €50 |

| Appeal against the making, amending, altering or revoking of a planning scheme in a strategic development zone (SDZ) | | Fee |
|--|---|------|
| A17 | You want to make an appeal against the making, amending, altering or revoking of a planning scheme in an SDZ. | €220 |

| Appeal on a licensing decision for an appliance, apparatus, structure, cable or other matter on a public road | | Fee |
|---|--|------|
| A18 | You want to make an appeal on a licensing decision for an appliance, apparatus, structure, cable or other matter on a public road. | €220 |

| Other appeals under the Planning and Developments Acts | | Fee |
|--|--|--------------------|
| A19 | You want to make an appeal to An Bord Pleanála on a matter that has not been described here. | Please contact us. |

Referrals

| Referrals | | Fee |
|-----------|---|------|
| R1 | You want to refer to An Bord Pleanála a declaration made by a planning authority on a question that was put to the planning authority. | €220 |
| R2 | A planning authority wants to refer to An Bord Pleanála a question put to the planning authority. | €110 |
| R3 | You and a planning authority are unable to agree on points of detail concerning a grant of permission, so you want to refer it to An Bord Pleanála. | €220 |
| R4 | All other referrals. | €220 |
| R5 | You are a person or organisation that qualifies for a reduced fee (see the list on pages 24 and 25) and you want to refer a matter to An Bord Pleanála under type R1, R3 or R4. | €110 |

Substitute Consent

| Substitute consent under Part XA of the Planning and Development Acts | | Fee |
|--|--|--|
| SC1 | You want to apply for leave to apply for substitute consent. | €3,000 If a previous permission was set aside by a Court decision, there is no fee. |
| SC2 | You want to apply for substitute consent. | Same application fee as would be paid to planning authority. |
| SC3 | You want to request an oral hearing under Section 177Q. | €50 |

Scoping an EIAR

| Scoping an EIAR | | Fee |
|-----------------|---|--------|
| Q1 | You want An Bord Pleanála to scope an EIAR. | €5,000 |

Submission of an EIAR or NIS following a request from the Board

| Submitting an EIAR or NIS following a request from the Board | | Fee |
|--|--|--------|
| P1 | You are submitting an EIAR following a request from the Board. | €1,500 |
| P2 | You are submitting an NIS following a request from the Board and it relates to a proposed commercial development. | €1,500 |
| P3 | You are submitting an NIS following a request from the Board and it does not relate to a proposed commercial development. | €220 |

Organisations or individuals who pay reduced fees on appeals or referrals, and no fees on submissions

- (a) A local or planning authority
- (b) A body referred to in article 28 or 137 of the Planning and Development Regulations 2001, as amended, for example:
- A local or planning authority
 - Certain ministers of Government
 - An Chomhairle Ealaíon
 - Fáilte Ireland
 - Shannon Free Airport Company Limited
 - An Taisce
 - The Heritage Council
 - A regional authority
 - Inland Fisheries Ireland
 - Waterways Ireland
 - Irish Aviation Authority
 - An airport operator
 - CIÉ
 - Commission for Railway Regulation
 - Transport Infrastructure Ireland (TII)
 - National Transport Authority
 - Environmental Protection Agency (EPA)
 - Health Service Executive (HSE)
 - Commission for Regulation of Utilities
 - Údarás na Gaeltachta
 - The Health and Safety Authority (HSA)
 - Irish Water
- (c) The Royal Irish Academy
- (d) A State authority, for example:
- A minister of the Government
 - The Commissioners of Public Works (OPW)
- (e) A Transboundary State that is a member of the European Union other than Ireland or a party to the Transboundary Convention.

Organisations or individuals who pay reduced fees on appeals or referrals, and no fees on submissions (continued)

- (f) A development agency, for example:
- The Industrial Development Agency (Ireland)
 - Enterprise Ireland
 - The Shannon Free Airport Development Company Limited
 - Údarás na Gaeltachta
 - The National Building Agency
 - The Grangegorman Development Agency
 - A local authority
- (g) Any other person prescribed by the Minister for the purposes of Part IX of the Planning and Development Act 2000¹

¹ Section 169 of the Planning and Development Act 2000 covers the making of planning schemes for strategic development zones. Under article 179 of the Planning and Development Regulations 2001, a regional authority whose area includes a draft strategic development zone planning scheme and a planning or local authority whose area is within or adjacent to the strategic development zone site(s) are designated as prescribed authorities for Section 169 of the Planning and Development Acts.

Strategic infrastructure development cases

Pre-application consultations

| Request for pre-application consultations | | Fee |
|---|--|----------|
| SP1** | Request for a pre-application consultation under: <ul style="list-style-type: none">• Section 37B Planning and Development Act 2000, or• Section 181C Planning and Development Act 2000, or• Section 182E Planning and Development Act 2000, or• Section 47B Transport (Railway Infrastructure) Act | €4,500** |

Note for fee SP1

**If you do not have a pre-application consultation meeting or there is only one such meeting, €3,500 of fee will be refunded.

| Request for pre-application consultations | | Fee |
|---|--|--------|
| SP2 | Request for a pre-application consultation under Section 51A of the Roads Act. | No fee |

Applications

| Applications for strategic infrastructure development | | Fee |
|---|---|-----------------------------|
| SA1* | Application under: <ul style="list-style-type: none"> Section 37A of the Planning and Development Act 2000, or Section 182A of the Planning and Development Act 2000, or Section 182C of the Planning and Development Act 2000, or Section 47 of the Transport (Railway Infrastructure) Act. | €100,000 |
| SA2* | Application under Section 181A of the Planning and Development Act. | €60,000 |
| SA3* | Application by a road authority under: <ul style="list-style-type: none"> Section 49 of the Roads Act, or Section 51 of the Roads Act. | €60,000 |
| SA4* | Application by a local authority under: <ul style="list-style-type: none"> Section 175 of the Planning and Development Act 2000, or Section 226 of the Planning and Development Act 2000. | €30,000 |
| SA5* | Application for compulsory acquisition of land under: <ul style="list-style-type: none"> Section 214 of the Planning and Development Act 2000, or Section 215A of the Planning and Development Act 2000, or Section 215B of the Planning and Development Act 2000, or Section 215C of the Planning and Development Act 2000, <p>and</p> <ul style="list-style-type: none"> fee types SA1, SA3 or SA4. | See fee for SA1, SA3 or SA4 |

Alteration requests

| Alteration requests | | Fee |
|---------------------|--|---------|
| SA6* | Request for an alteration under Section 146B of the Planning and Development Act 2000. | €30,000 |

***Note for fees SA1 to SA6**

Where cost recovery applies, fees are offset against costs incurred. Please contact us for further information.

Observation or submission on an application

| Observation or submission on a strategic infrastructure development or local authority project application | | Fee |
|--|--|--------|
| SA7 | You want to make an observation or submission on an application that is currently with An Bord Pleanála. | €50 |
| SA8 | You are a person or organisation that is exempt from paying a fee (see the list on page 30) and you want to make an observation or submission on an application that is currently with An Bord Pleanála. | No fee |

Request for an oral hearing on an application

| Oral hearing request | | Fee |
|----------------------|--|-----|
| SA9 | You want to request an oral hearing on an application. | €50 |

Organisations or individuals who do not have to pay fees for making submissions and observations on applications or Section 146B requests

- (a) A body prescribed in article 211, 213 and 215 of the Planning and Development Regulations 2001, as amended. These bodies are:
- A local or planning authority
 - Certain ministers of Government
 - An Chomhairle Ealaíon
 - Fáilte Ireland
 - An Taisce
 - The Heritage Council
 - A regional authority
 - Inland Fisheries Ireland
 - Waterways Ireland
 - The Irish Aviation Authority
 - CIÉ
 - Transport Infrastructure Ireland (TII)
 - Environmental Protection Agency (EPA)
 - Údarás na Gaeltachta
 - Health Service Executive (HSE)
 - Commission for Regulation of Utilities
 - A railway operator
 - Commission for Railway Regulation
 - The Health and Safety Authority (HSA)
 - National Transport Authority
 - Irish Water
 - An airport operator*
- * Applies to operators of licensed airports where the annual traffic is one million passengers or more. Currently, this means Dublin, Cork and Shannon airports.
- (b) The owner, occupier, or other person with a legal interest in land which is the subject of an application to compulsorily acquire that land or part of that land under section 214 or 215 of the Planning and Development Acts or any other provision of the Planning and Development Acts **and** where the application for compulsory acquisition is being considered by the Board together with the application for development approval or consent.

Strategic housing development cases

Applications for proposed strategic housing developments are defined in the Planning and Development (Housing) and Residential Tenancies Act 2016, as amended. These applications are submitted directly to An Bord Pleanála after a pre-application consultation.

Pre-application consultation

| Pre-application consultation | | Fee |
|------------------------------|---|--------|
| HP1 | You want to request a pre-application consultation. | €1,500 |

Applications (Section 4)

| Application | | Fee |
|-------------|---|--|
| HA1A | <p>You are applying to build housing. Basic fee for each housing unit.</p> <p>If you are applying to build student accommodation, 2 bed spaces = 1 housing unit. So if your application is for 200 bed spaces, your fee will be equal to the fee for 100 housing units.</p> | €130 per unit |
| HA1B | You are applying for other uses on the land, and the zoning permits the use. Cost per square metre of gross floor space up to 4,500 square metres. | €7.20 per square metre to a maximum of €32,400 |

Applying for alteration of an existing planning permission granted under Section 34 of the Planning and Development Act

| Alteration application | | Fee |
|------------------------|--|---------------------|
| HA1C | If you are making an application under the strategic housing development provisions and altering an existing planning permission granted under section 34 of the Planning and Development Acts 2000 to 2018 (as amended), the fee for fee types HA1A and HA1B is reduced by 50%. | 50% of HA1A or HA1B |

Submission of an EIAR or NIS with your application

| Submission of an EIAR or NIS with your application | | Fee |
|--|--------------------|---------|
| HA2 | Submission of EIAR | €10,000 |
| HA3 | Submission of NIS | €10,000 |

Important note for fees HA1A to HA3

There is a limit on the total fee that can be charged. The total fee cannot be more than €80,000 for HA1A, HA1B, HA1C, HA2, or HA3 together. This limit does not apply to fees HA4 to HA11.

Alteration requests

| Alteration requests | | Fee |
|---------------------|--|---------|
| HA4* | Request for an alteration under Section 146B of the Planning and Development Act 2000. | €30,000 |

*Note for fee HA4

Where cost recovery applies, fees are offset against costs incurred. Please contact us for further information.

Screening and scoping requests

| Screening and scoping requests | | Fee |
|--------------------------------|---|--------|
| HA5 | Screening for environmental impact assessment report (EIAR) | €1,000 |
| HA6 | Screening for appropriate assessment (AA) | €1,000 |
| HA7 | Scoping for environmental impact assessment report (EIAR) | €5,000 |
| HA8 | Scoping for Natura impact statement (NIS) | €5,000 |

Oral hearing request

| Oral hearing request | | Fee |
|----------------------|--|-----|
| HA9 | You want to request that An Bord Pleanála hold an oral hearing on a strategic housing development application. | €50 |

Making a submission or observation on an application (Section 8)

| Making a submission or observation on an application | | Fee |
|--|---|--------|
| HA10 | You want to make a submission or observation on a strategic housing development application. | €20 |
| HA11 | You are a person or organisation that is exempt from paying a fee on a submission or observation on a strategic housing development application (see the list on pages 24 and 25). | No fee |

Other appeal types and access to information services

Appeals under the Building Control Acts

| Appeals under the Building Control Acts 1990 to 2014 | | Fee |
|--|---|------|
| B1 | <p>You want to appeal the decision of a Building Control Authority, or you want to appeal conditions attached to a certificate issued by a Building Control Authority, for:</p> <ul style="list-style-type: none"> • a Fire Safety Certificate; • a revised Fire Safety Certificate; • a Regularisation Certificate; • a Dispensation; • a Relaxation; • a Disability Access Certificate, or • a revised Disability Access Certificate. | €500 |

Appeals under the Urban Regeneration and Housing Act

| Appeals under the Urban Regeneration and Housing Act 2015 | | Fee |
|---|--|------|
| VS1 | You are the owner of a site and you want to appeal a planning authority decision to enter a site onto its vacant sites register. | €500 |
| VS2 | You are the owner of a site and you want to appeal against a planning authority decision not to cancel the decision to enter the site on the vacant sites register for which it is proposed to apply a levy. | €500 |
| VS3 | You are the owner of a site and you want to appeal against a demand for payment of a vacant site levy on a site. | €500 |

Appeals on a water pollution licence

| Appeals under Section 66 of Water Services Act 2007 or Section 8 of the Local Government (Water Pollution) Act 1977 | | Fee |
|---|---|------|
| WS1 | <p>You are:</p> <ul style="list-style-type: none"> the applicant for a licence to discharge, or the person causing, making or permitting the discharge, or the occupier of the premises from which the discharge is made <p>and you want to appeal the decision of a local authority on a licence to discharge to sewers or watercourses.</p> | €500 |
| WS2 | <p>You want to appeal the decision of a local authority about a discharge to sewers licence or discharge to watercourse licence and you are not:</p> <ul style="list-style-type: none"> the applicant for a licence to discharge, or the person causing, making or permitting the discharge, or the occupier of the premises from which the discharge is made. | €220 |
| WS3 | <p>You want to make an observation or submission on an appeal about a water pollution licence that is currently with An Bord Pleanála.</p> | €50 |
| WS4 | <p>You want to request an oral hearing on an appeal about a water pollution licence that is currently with An Bord Pleanála.</p> | €50 |

Appeals under Section 20 Local Government (Water Pollution)

| Act 1977 | | Fee |
|----------|--|------|
| WP1 | You want to appeal under Section 20 the decision of a local authority on a licence. | €126 |
| WP2 | You are a prescribed body that qualifies for a reduced appeal fee and you want to appeal under Section 20 the decision of a local authority on a licence. | €63 |
| WP3 | You want to make an observation or submission on an appeal (Section 20) about a water pollution licence that is currently with An Bord Pleanála. | €38 |
| WP4 | You want to request an oral hearing on an appeal (Section 20) about a water pollution licence that is currently with An Bord Pleanála. | €63 |

Organisations which qualify for the fee type WP2

- (a) a State authority
- (b) a local authority
- (c) a sanitary authority
- (d) a water services authority
- (e) Inland Fisheries Ireland
- (f) Fáilte Ireland
- (g) An Taisce - the National Trust for Ireland

Viewing decided case files: Public Access service

| Charges for viewing decided case files | Charge |
|--|-----------|
| Viewing a file or files that are less than five years old. | No charge |
| Viewing a file or files that are more than five years old but you do not require urgently within 24 hours of request. | No charge |
| Viewing a file or files that are more than five years old and you require with 24 hours of your request. | €25 |

| Charges for copying records | Charge |
|-----------------------------|---------------|
| A4 black photocopy | €0.20 a page |
| A4 colour photocopy | €1.25 a page |
| A3 black photocopy | €0.40 a page |
| A3 colour photocopy | €1.75 a page |
| A2 black photocopy | €2.25 a page |
| A2 colour photocopy | €2.75 a page |
| A0 or A1 black photocopy | €3 a sheet |
| A0 or A1 colour photocopy | €3.50 a sheet |
| CD copy | €6 a disc |

There is a minimum charge of €1 for photocopying.

Freedom of information (FOI) requests

Requests under the Freedom of Information Act 2014.

| Freedom of Information Act 2014 | Fee |
|--|--------|
| Under Section 12, you want to make an initial request for information. | No fee |
| You have made an initial request, and you want to appeal the response to your request. | €30 |
| You want to appeal to the Information Commissioner after an internal appeal. | €50 |
| You want to appeal to the Information Commissioner after an internal appeal and you qualify for reduced fee because you: <ul style="list-style-type: none"> • have a Medical Card, or • are the dependant of a Medical Card holder, or • are a third party who is appealing the decision of a public authority to release information. | €15 |
| Under Section 12, you want to request your personal information. | No fee |
| Under Section 9, you want to apply to amend a record containing incorrect, incomplete or misleading personal information. | No fee |
| Under Section 10, you want to apply for the reasons for a decision that affects you. | No fee |
| Under Section 27, you want to appeal a decision to charge a fee or deposit or to appeal the amount of a fee or deposit. | No fee |

Access to information on the environment requests (AIE)

Requests under the European Communities (Access to Information on the Environment) Regulations 2007.

| Access to Information on the Environment requests | Fee |
|---|---|
| You want to make an initial request under the European Communities (Access to Information on the Environment) Regulations 2007. | No fee |
| You have made an initial request, and you want to appeal the response to your request. | No fee |
| You want to appeal to the Information Commissioner after an internal appeal. | €50 |
| You want to appeal to the Information Commissioner after internal appeal and you qualify for reduced fee because you: <ul style="list-style-type: none"> • have a Medical Card, or • are the dependant of a Medical Card holder, or • are a third party who is appealing the decision of a public authority to release information. | €15 |
| You want copies of information that were made available in response to a request. | Normal public access charges may apply. See page 39. |

How are fees set?

Section 144 of the Planning and Development Act 2000, as amended, allows An Bord Pleanála to determine the fees for:

- appeals,
- applications,
- referrals,
- applications for leave to appeal,
- observations or submissions,
- requests for oral hearings,
- scoping requests, and
- other functions.

The Local Government (Water Pollution) Act 1977 does not allow An Bord Pleanála to determine the fees for appeals made under section 20. Fees for this type of appeal are determined by the Minister for Housing, Planning and Local Government. Similar powers allowing the Board to set fees exist in the Building Control and Water Pollution legislation.

The proposed fees must be approved by the Minister for Housing, Planning and Local Government before they are introduced. If the fees are being adjusted in line with the Consumer Price Index and for no other reason, the revised fees do not have to be approved by the Minister. The Board reviews the fees by reference to the Consumer Price Index at least every three years and on other occasions when required.

Legislation and regulations

Fees in this guide apply to appeals, applications and other functions under the following legislation:

- [Planning and Development Acts 2000 to 2018](#)
- [Transport \(Railway Infrastructure\) Act 2001](#)
- [Roads Acts 1993 to 2015](#)
- [Building Control Acts 1990 to 2014](#)
- [Local Government \(Water Pollution\) Act 1977](#)
- [Water Services Act 2007](#)
- [Planning and Development \(Housing\) and Residential Tenancies Act 2016](#)
- [Urban Regeneration and Housing Act 2015](#)
- [Freedom of Information Act 2014](#)
- [European Communities \(Access to Information on the Environment\) Regulations 2007 to 2014](#)

Contact us

If you want a copy of this document in a different format or if you need more information, please contact An Bord Pleanála.

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|-----------------------|--|
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