

An
Bord
Pleanála

Fees and charges

November 2024



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

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.

This information guide is published to provide general assistance and guidance only. It is not a legal interpretation of the legislation. Readers must apply the relevant statutory provision to their own particular circumstances and, in doing so, should obtain their own expert advice if necessary.

How to use this guide

This main Fees and Charges guide is divided into 8 smaller guides which can be read together or on their own.

Fees Guide 1	What fee applies to what I want to do?
Fees Guide 2	Planning appeals
Fees Guide 3	Other appeal types
Fees Guide 4	Strategic infrastructure development cases
Fees Guide 5	Strategic housing development cases
Fees Guide 6	Access to information services charges
Fees Guide 7	Information on paying fees and how fees are set
Fees Guide 8	Legislation and contact us

If you know the fee category for what you want to do, you can check the contents on pages 0.4 and 0.5.

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 1.2 to 1.5. This will help you identify how much you may have to pay us.

If you are not sure what some of the terms mean you can read a glossary of the terms we use in this guide on pages 0.6 to 0.13.

Contents

Terms we use in this guide	0.6
---	------------

Fees Guide 1

What fee applies to what I want to do?	1.1
---	------------

Fees Guide 2

Planning appeals.....	2.1
------------------------------	------------

First Party appeals.....	2.2
--------------------------	-----

Third Party appeals	2.5
---------------------------	-----

Leave to appeal.....	2.5
----------------------	-----

Reduced appeal fee	2.5
--------------------------	-----

Observation on an appeal.....	2.6
-------------------------------	-----

Submission on a copy of an appeal or appeal documents sent to you by An Bord Pleanála.....	2.6
---	-----

Oral hearing request.....	2.6
---------------------------	-----

Other appeals under the Planning and Developments Acts	2.6
--	-----

Appeal against the making of a draft planning scheme in a strategic development zone (SDZ)	2.6
---	-----

Appeal on a licensing decision for an appliance, apparatus, structure, cable or other matter on a public road	2.7
--	-----

Other appeals under the Planning and Developments Acts	2.7
--	-----

Referrals.....	2.7
----------------	-----

Substitute Consent	2.8
--------------------------	-----

Scoping an EIAR	2.8
-----------------------	-----

Submission of an EIAR or NIS following a request from the Board	2.8
---	-----

Organisations or individuals who pay reduced fees on appeals or referrals, and no fees on observations or submissions.....	2.9
---	-----

Fees Guide 3

Other appeal types	3.1
---------------------------------	------------

Appeals under the Building Control Acts.....	3.2
--	-----

Appeals under the Urban Regeneration and Housing Act.....	3.2
---	-----

Appeals on a water pollution licence.....	3.3
---	-----

Fees Guide 4

Strategic infrastructure development cases.....	4.1
Pre-application consultations.....	4.2
Applications.....	4.3
Alteration requests.....	4.4
Observation or submission on an application.....	4.5

Fees Guide 5

Strategic housing development cases	5.1
Pre-application consultation.....	5.2
Applications (section 4)	5.2
Applying for alteration of an existing planning permission granted under section 34 of the Planning and Development Act.....	5.3
Submission of an EIAR or NIS with your application.....	5.3
Alteration requests.....	5.3
Screening and scoping requests.....	5.4
Oral hearing request.....	5.4
Making a submission or observation on an application (section 8).....	5.4
Organisations or individuals who pay reduced fees on appeals or referrals, and no fees on observations or submissions.....	5.5

Fees Guide 6

Access to information services charges.....	6.1
Viewing decided case files: Public Access service.....	6.2
Freedom of information (FOI) requests.....	6.3
Access to information on the environment requests (AIE).....	6.4

Fees Guide 7

Information on paying fees and how fees are set	7.1
Paying fees and charges	7.2
How are fees set?	7.4

Fees Guide 8

Legislation and contact us	8.1
Legislation and regulations	8.2
Contact us.....	8.2

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.
Act	A law that has been passed by the Oireachtas (parliament) and approved by the President.
Appeal	A review of the planning authority's decision on a planning application.
Appeal (building control)	A review of the original decision on an application made by a building control authority to either refuse or to grant subject to condition or conditions.
Appellant	An individual or organisation who makes an appeal (see also First Party, Third Party).
Applicant	An individual or organisation who makes a planning application to a planning authority (see also First Party).

Appropriate assessment (AA)	An examination of a plan or project to evaluate how it might negatively affect a site which is protected under the EU Habitats Directive. (This is a directive about wildlife and nature conservation).
Board	The Board of An Bord Pleanála.
Building control authority	The local authority – county council, city council or city and county council– responsible for building control in its areas.
Commercial	<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>
Disability Access Certificate	A certificate granted by a building control authority that certifies compliance of the design of certain works that the building, works or change of use if constructed in accordance with the plans, documents and information submitted would comply with the requirements of Part M of the Second Schedule to the Building Regulations.
Dispensation (building control)	Exempt from or not required to follow usual requirements of the Building Regulations.

<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>Fire safety certificate</p>	<p>A certificate granted by a building control authority that certifies that the building, works, or change of use if constructed in accordance with the plans, documents and information submitted to the authority, would comply with the requirements of Part B of the Second Schedule to the Buildings Regulations.</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>Invalid</p>	<p>Does not meet all of the statutory requirements needed by law and regulations to be considered a case.</p>

<p>Leave to appeal</p>	<p>Requesting the permission of the Board to make an appeal as:</p> <p>1: you did not make a submission on an application;</p> <p>and</p> <p>2: the permission conditions attached to a grant on that application now impact land which:</p> <p>a) you have an interest in; and</p> <p>b) is adjoining the proposed development site.</p>
<p>Local authority project</p>	<p>Applications made by a local authority directly to An Bord Pleanála for planning permission for developments proposed to be carried out by or on behalf of the local authority. Examples include: flood works, smaller road projects and housing. Local authority projects also include compulsory land acquisition, for example: compulsory purchase orders.</p>
<p>Natura impact statement (NIS)</p>	<p>A document prepared by an applicant that assesses the likely significant effects on certain nature conservation sites arising from a proposed development.</p>
<p>Observation</p>	<p>A document submitted by an Observer (see also Submission).</p>
<p>Observer (Appeals)</p>	<p>Any person, other than the applicant, planning authority or an appellant, who comments on an appeal (see also Observation).</p>
<p>Observer (Applications)</p>	<p>Any person, other than the applicant, who comments on the application (see also Observation).</p>

Oral hearing	An oral hearing is a meeting to allow relevant issues in a case to be discussed and examined.
Our	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 2019.
Planning authority	The local authority – county council, city council, or county and city council – responsible for planning in its area.
Point of detail referral	In certain situations, a point of detail referral can ask the Board to make a decision in a case where the participants involved cannot agree (see also Referral (section 5)).
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 (section 5)	A case where the Board decides whether a proposal requires planning permission or not (see also Point of detail referral).
Regularisation certificate	A certificate granted by a building control authority where a building has been commenced or completed without a fire safety certificate, where such a certificate is required and certifies that the building work is in compliance with Part B of the Second Schedule to the Building Regulations.
Regulations	A law or rules made by an Act or sometimes a Government minister.
Relaxation (building control)	Reduction or lessening of the usual requirements of the Building Regulations.
Retention	Planning permission for a development that has already been carried out or partially carried out.
Revised disability access certificate	<p>A certificate granted by a building control authority which is required where:</p> <ul style="list-style-type: none"> • an application for a disability access certificate is made before a grant of planning permission, by the subsequent permission, or • where significant revision is made to the design, works, extension or use of a building for which a disability access certificate has already been granted, and • where any revision made to the planning permission (including any conditions attached) require that the revised design complies with Part M of the regulations.

<p>Revised fire safety certificate</p>	<p>A certificate granted by a building control authority which is required where:</p> <ul style="list-style-type: none"> • an application for a fire safety certificate is made before a grant of planning permission, by the subsequent permission, or • where significant revision is made to the design, works, extension or use of a building for which a fire safety certificate has already been granted, and • where any revision made by the planning permission (including any conditions attached) require that the revised design complies with Part B of the regulations.
<p>Statutory</p>	<p>Something that is decided, set up or controlled by statute law. Statute law is a law passed by parliament.</p>
<p>Statutory requirements</p>	<p>Requirements needed by law for a case to be valid.</p>
<p>Strategic development zone (SDZ)</p>	<p>An area of land that is designated by the Government 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 by the local authority. Draft planning schemes can be appealed to An Bord Pleanála.</p>
<p>Strategic housing development (SHD)</p>	<p>Applications for planning permission directly to An Bord Pleanála for certain housing developments.</p>

Strategic infrastructure development (SID)	Applications for planning permission directly to An Bord Pleanála for major infrastructure developments by local authorities and others.
Submission	A document on appeals or applications which may include supporting materials such as photographs, plans, drawings and technical guidance. (The document can be typed or handwritten.)
Substitute consent	An application for permission made directly to An Bord Pleanála about development already carried out and which should – but did not – have had some or all of the following assessments carried out: <ul style="list-style-type: none"> • Environmental Impact Assessment • Environmental Impact Assessment Determination • Appropriate Assessment
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).
Valid	Meets all statutory requirements needed by law and regulations to be considered by us.
Us	An Bord Pleanála.
We	An Bord Pleanála.

You	You as a person, company, group, organisation or State authority.
------------	---

Fees Guide 1

**What fee applies to
what I want to do?**

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 .	2.2 – 2.4
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 .	2.5
An appeal has been made on the planning authority decision and I want to make an observation to An Bord Pleanála. You are an Observer .	2.6
An Bord Pleanála has sent me a copy of an appeal or appeal documents. I would like to know if there is a fee for making a submission on the appeal or appeal documents.	2.6
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.	2.5
An Bord Pleanála has granted my leave to appeal request. I want to know the fee for making an appeal .	2.5

Planning appeals	Fees are on pages
I would like An Bord Pleanála to hold an oral hearing on a planning appeal.	2.6
I would like An Bord Pleanála to consider a referral .	2.8
I want to know the fees for a prescribed body to make an appeal.	2.5
I would like to know the fees for a substitute consent application.	2.8
I would like to know the fees for appeals about planning schemes in strategic development zones .	2.6
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.	2.6
I would like to know the fees for an appeal under the Planning and Development Acts that are not already mentioned here.	2.6

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.	2.9

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).	4.2
I want to make a strategic infrastructure development or a local authority project application.	4.3
I want to comment or make a submission on a strategic infrastructure development or local authority project application which is with An Bord Pleanála.	4.4

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.)	5.2
I want to make a strategic housing development application.	5.2 – 5.4
I want to make a submission on a strategic housing development application which is already with An Bord Pleanála.	5.4
I would like An Bord Pleanála to hold an oral hearing on an application.	5.4

Fees and Charges:

What fee applies to what I want to do? - June 2020

Building Control Act appeals	Fees are on page
<p>I want to make an appeal on a decision made on an application 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. 	3.2

Urban Regeneration and Housing Act appeals	Fees are on page
<p>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.</p>	3.2

Water pollution appeals	Fees are on pages
<p>I want to make:</p> <ul style="list-style-type: none"> • an appeal, • make an observation, or • request an oral hearing <p>on a licence issued under the Local Government (Water Pollution) Act 1977 or Water Services Act 2007.</p>	3.3-3.4

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.	6.2

Freedom of Information Act requests	Fees are on page
I want to know the fees for requesting information under the Freedom of Information Act.	6.3

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.	6.4

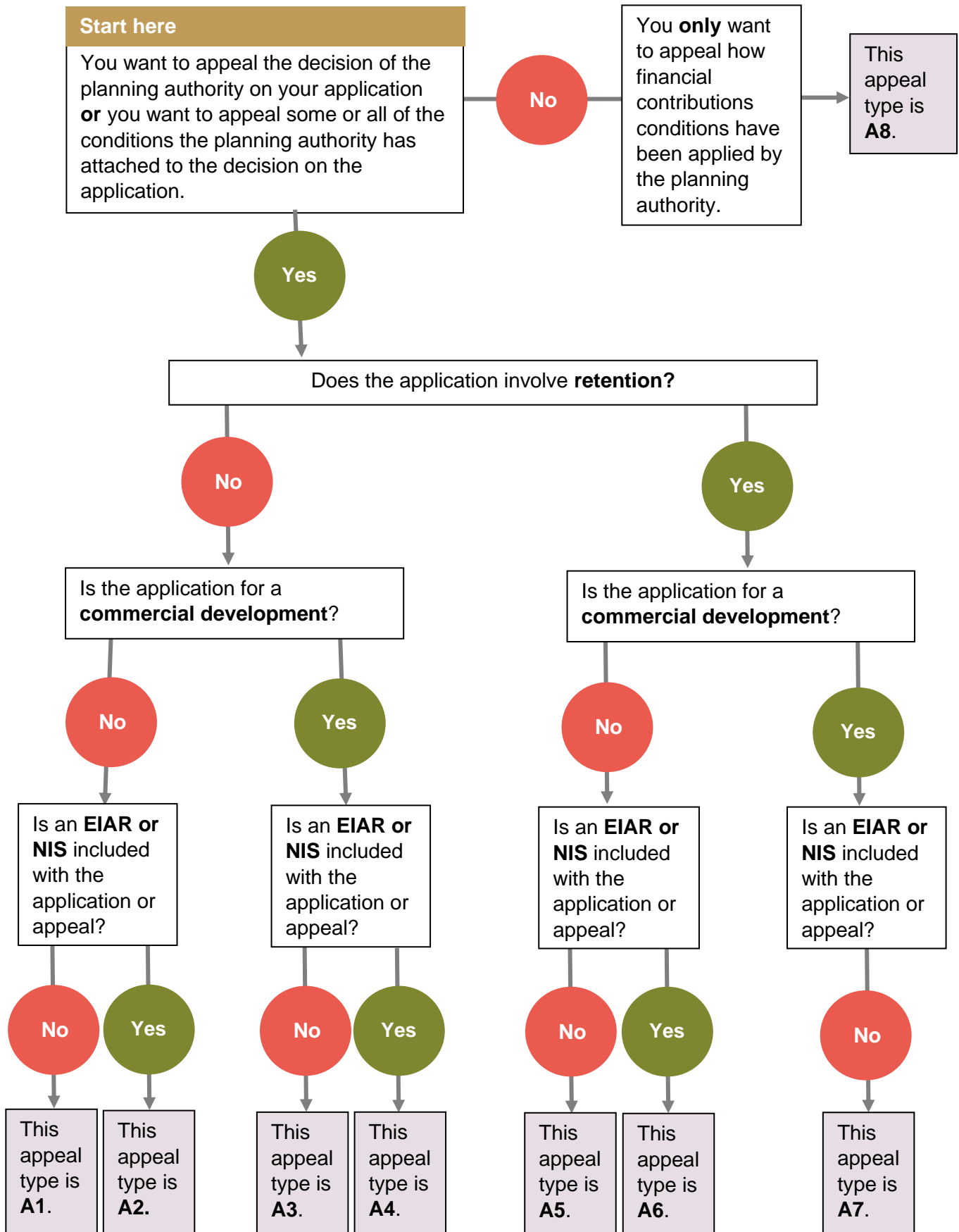
If you cannot see a description that matches what you want to do, please contact us. A staff member will be happy to help you identify the correct fee or charge.

Fees Guide 2

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.</p> <ul style="list-style-type: none"> The appeal does not include retention; The appeal does not relate to commercial development; and The appeal or application does not include an EIAR or NIS. 	€220
A2	<p>You want to appeal the decision of a planning authority on an application you lodged with it.</p> <ul style="list-style-type: none"> The appeal does not include retention; The appeal does not relate to commercial development; and The appeal or application does include an EIAR or NIS. 	€220
A3	<p>You want to appeal the decision of a planning authority on an application you lodged with it.</p> <ul style="list-style-type: none"> The appeal does not include retention; The appeal does relate to commercial development; and The appeal or application does not include 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.</p> <ul style="list-style-type: none"> The appeal does not include retention; The appeal does relate to commercial development; and The appeal or application does include 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.</p> <ul style="list-style-type: none"> The appeal does include retention; The appeal does not relate to commercial development; and The appeal or application does not include 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.</p> <ul style="list-style-type: none"> • The appeal does include retention; • The appeal does not relate to commercial development; and • The appeal or application does include an EIAR or NIS. 	€660
A7	<p>You want to appeal the decision of a planning authority on an application you lodged with it.</p> <ul style="list-style-type: none"> • The appeal does include retention; • The appeal does relate to commercial development; and • The appeal or application does not include an EIAR or NIS. 	€4,500

First Party appeals under section 48 and section 49 of the Planning and Development Acts		Fee
A8	<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
A9	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

Leave to appeal		Fee
A10	You would like to apply for leave to appeal the planning authority's decision.	€110
A11	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
A12	You are on the list of organisations that qualify for a reduced appeal fee (see the list on pages 2.9 and 2.10).	€110

Observation on an appeal

Observation		Fee
A13	You want to make an observation on a planning appeal which is currently with An Bord Pleanála.	€50
A14	You are on the list of organisations that qualify for a reduced fee (see the list on pages 2.9 and 2.10) and you want to make an observation on a planning appeal which is currently with An Bord Pleanála.	No fee

Submission on a copy of an appeal or appeal documents sent to you by An Bord Pleanála

Submission on appeal documents sent to you by An Bord Pleanála		Fee
A15	An Bord Pleanála has sent you a copy of an appeal or appeal documents and has invited you to make a submission on the appeal. You want to make a submission.	No fee

Oral hearing request

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

Other appeals under the Planning and Developments Acts

Appeal against the making of a draft planning scheme in a strategic development zone (SDZ)		Fee
A17	You want to make an appeal against the making of a draft 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, street furniture or other matter on a public road (section 254 licence).	€220
-----	--	------

Other appeals under the Planning and Developments Acts		Fee
--	--	-----

A19	You want to make an appeal on a matter that has not been described here.	Please contact us.
-----	--	--------------------

Referrals

Referrals		Fee
-----------	--	-----

R1	You want to refer 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 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 except for a referral under section 5(8).	€220
R5	You are a person or organisation that qualifies for a reduced fee (see the list on pages 2.9 and 2.10) and you want to refer a matter under type R1, R3 or R4.	€110
R6	A referral under section 5(8) of the Planning and Development Acts	No fee
R7	Making a submission or observation (specified bodies exempt; see the list on pages 2.9 and 2.10).	€50

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 An Bord Pleanála

Submitting an EIAR or NIS following a request from us		Fee
P1	You are submitting an EIAR following a request from us.	€1,500
P2	You are submitting an NIS following a request from us and it relates to a proposed commercial development.	€1,500
P3	You are submitting an NIS following a request from us 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 observations or 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 observations or 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.

Fees Guide 3

Other appeal types

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	You want to make an observation on an appeal about a water pollution licence that is currently with An Bord Pleanála.	€50
WS4	You want to request an oral hearing on an appeal about a water pollution licence that is currently with An Bord Pleanála.	€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 on an appeal (section 20) about a water pollution licence that is currently with us.	€38
WP4	You want to request an oral hearing on an appeal (section 20) about a water pollution licence that is currently with us.	€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

Fees Guide 4

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, and fee types SA1, SA3 or SA4. 	See fee for SA1, SA3 or SA4

***Note for fees SA1 to SA5**

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

Alteration requests

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

***Note for fee 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 4.6) and you want to make an observation or submission on an application that is currently with An Bord Pleanála.	No fee

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.

Fees Guide 5

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 (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 5.5 and 5.6).	No fee

Organisations or individuals who pay no fees on observations or submissions on a strategic housing development application

- (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 no fees on observations or submissions on a strategic housing development application (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.

Fees Guide 6

Access to information services charges

Viewing decided case files: Public Access service

Service	Charge
Viewing a file or files that are less than five years' old.	Free
Viewing a file or files that are more than five years old but you do not require urgently within 24 hours of request.	Free
Viewing a file or files that are more than five years old and you require urgently with 24 hours of request.	€25

Photocopying	Cost per page
Inspector's Report, Board Direction, Board Order	
All or part of the document	Free
Other documents	
A4 black copy	€0.20
A4 colour copy	€1.25
A3 black copy	€0.40
A3 colour copy	€1.75
A2 black copy	€2.25
A2 colour copy	€2.75
A1 black copy	€3.00
A1 colour copy	€3.50
A0 black copy	€3.00
A0 colour copy	€3.50

Minimum charge: There is a minimum charge of €1 for photocopying. Postage and packaging is included in the price.

CD copies	Cost
CD copy of a CD	€6.00 a disc
Documents scanned and copied onto a CD	€6.00 a disc plus any copying which may be required

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 want to appeal the response to your initial 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 want to appeal the response to your initial 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 6.2.

Fees Guide 7

Information on paying fees and how fees are set

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 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.

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.

Similar powers allowing the Board to set fees exist in the Building Control and Water Pollution legislation. 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.

The proposed fees from section 144 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.

Fees Guide 8

Legislation and contact us

Legislation and regulations

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

- Planning and Development Acts 2000 to 2019
- 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.

Visit our offices at:	An Bord Pleanála
Write to us at:	64 Marlborough Street Dublin 1 D01 V902
Phone us on:	(01) 858 8100 or LoCall: 1890 275 175
Email us at:	bord@pleanala.ie
Visit our website:	www.pleanala.ie
Send us a fax on:	(01) 872 2684

This edition: June 2020