

Instructions on how to make a written, paper objection/observation to Dún Laoghaire-Rathdown County Council

Step 1: You start with a regular word document or physical A4 page. At the top of the first page, clearly write: Planning Reference: D26A/0682/WEB in relation to Silverpark GAA Grounds, Tudor Lawn, Foxrock, Dublin 18, D18 XCW9.

Step 2: Your objection should explain the reasons why you believe the application should be refused or amended. You should explain this in plain English (there is no requirement for it to include legalese or technical specifications). We will separately (no later than tomorrow) be circulating a summary overview of our expert reports (which you might find useful in drafting your observation).

Step 3: At the end of your objection/observation, write (a) your full name; and (b) your address; (c) include the date; and (d) sign your name.

Step 4: A €20 fee applies to a planning submission/observation. The council's preference is for card payment.

Step 5: Print two copies of your complete objection. Bring both copies with you when you go to County Hall.

* One copy is for Dún Laoghaire-Rathdown County Council.

* The second copy is for you.

Step 6: Take your objection to (during public opening hours of 10:00am–4:00pm Monday to Friday):

Planning Department

Dún Laoghaire-Rathdown County Council

County Hall

Marine Road

Dún Laoghaire

Co. Dublin

Step 7: Tell the person at the counter what you are there to do i.e. "I would like to lodge a planning observation in relation to planning application D26A/0682/WEB." Give them your objection.

Step 8: Ask the Council officer to date-stamp your copy to confirm that you have delivered the objection. This gives you evidence that your submission was physically delivered to the Council.

Accordingly, when leaving the County Hall, you should have:

(1) Your copy of the objection (date-stamped); and

(2) receipt of the €20 fee.