



An  
Bord  
Pleanála

## Observation on a Planning Appeal: Form

### Your details

#### 1. Observer's details (person making the observation)

Your full details:

(a) Name

Click or tap here to enter text.

(b) Address

Click or tap here to enter text.

### Agent's details

#### 2. Agent's details

If an agent is acting for you, please **also** provide their details below. If you are not using an agent, please write "Not applicable" below.

(a) Agent's name

Click or tap here to enter text.

(b) Agent's address

Click or tap here to enter text.

## Postal address for letters

3. During the appeal process we will post information and items to you **or** to your agent. For this observation, who should we write to? (Please tick ✓ one box only.)

**You (the observer) at the address in Part 1**

**The agent at the address in Part 2**

## Details about the proposed development

4. Please provide details about the application you wish to make an observation on. If you want, you can include a copy of the planning authority's decision as the observation details.

**(a) Planning authority**

(for example: Ballytown City Council)

Click or tap here to enter text.

**(b) An Bord Pleanála appeal case number (if available)**

(for example: ABP-300000-19)

Click or tap here to enter text.

**(c) Planning authority register reference number**

(for example: 18/0123)

Click or tap here to enter text.

**(d) Location of proposed development**

(for example: 1 Main Street, Baile Fearainn, Co Abhaile)

Click or tap here to enter text.

## Observation details

5. Please describe the grounds of your observation (planning reasons and arguments). You can type or write them in the space below or you can attach them separately.

## Supporting material

6. If you wish, you can include supporting materials with your observation.

Supporting materials include:

- photographs,
- plans,
- surveys,
- drawings,
- digital videos or DVDs,
- technical guidance, or
- other supporting materials.

## Fee

7. You **must** make sure that the correct [fee](#) is included with your observation. You can find out the correct fee to include in our [Fees and Charges Guide](#) on our website.

NALA has awarded this document its Plain English Mark

Last updated: April 2019.

