



**SLIGO**  
COUNTY COUNCIL  
COMHAIRLE CHONTAE SHLIGIGH

**Sligo.**

E-mail: [planning@sligococo.ie](mailto:planning@sligococo.ie)

**City Hall**  
**Quay Street, Sligo**  
**Telephone (071) 9114453 Or 9114455**

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**PLANNING AND DEVELOPMENT ACT 2000 – as amended (Section 254)**

**APPLICATION FOR FINGER POST SIGN(S) ON PUBLIC ROAD**

**Please complete using BLOCK CAPITALS**

I wish to apply for: New Licence  Renewal of licence  (Ref. No. \_\_\_\_\_)

**1. Name of Applicant: (Full First Name Must be Given):**

\_\_\_\_\_

Full Address of Applicant:

\_\_\_\_\_

\_\_\_\_\_

Tel No: \_\_\_\_\_ Email Address: \_\_\_\_\_

**2. Registered Office – If a limited company:**

\_\_\_\_\_

\_\_\_\_\_

**3. Address to which correspondence and notice relating to the application should be sent (if different from above) :**

\_\_\_\_\_

**4. Description and address of premises/facility/service to be advertised:**

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**5. (a) Planning reference number:** \_\_\_\_\_

**(b) Date planning permission granted for premises to be advertised (if applicable):**

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**7. Is the facility/service registered/approved by a Tourist Promotion Organisation (if so, give details (name of body, reg. No. etc.):**

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**8. (a): Address/Location of sign(s) the subject of this application**

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**(b): Co-Ordinates:** \_\_\_\_\_

**9. Distance of sign from the facility/service to be advertised**

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**10. License Fee Payable (see schedule of license fees) € \_\_\_\_\_**

**I hereby apply for a licence to erect and maintain advertisement(s) on/along a public road, in accordance with particulars given above. The documents required to accompany the application are enclosed.**

**Signed: \_\_\_\_\_ Date: \_\_\_\_\_**

## **BEFORE FILLING OUT THIS FORM PLEASE NOTE THE FOLLOWING**

Section 254(5) provides that, in considering an application for a licence under this section a planning authority, or the Board on appeal, shall have regard to:

- The proper planning and sustainable development of the area;
- Any relevant provisions of the development plan, or a local area plan;
- The number and location of existing appliances, apparatuses or structures on, under, over or along the public road, and to the convenience and safety of road users including pedestrians;

Applications for **finger post sign(s) on public road** are dealt with under the Planning & Development Regulations, 2001 (made under the Planning & Development Act, 2000). The issue of a licence is subject to payment of a licence fee, acceptable evidence of public Liability Insurance Cover indemnifying Sligo County Council must also be provided.

Any structure on public space must have a valid licence issued under the above legislation. Any structure placed on public space without a valid licence, will be removed and disposed of by the Council.

### **This application must be accompanied by**

1. **FOUR** copies of completed Application Form
2. **Diagram / Layout Plan (Scale 1:100);**  
showing Design, Dimensions and all wording/symbols/legends (of Tables & Chairs) & elevation of structure if applicable (**4 no. copies**);
3. **Site Location Map**  
showing precise location of proposed sign on a plan to Scale 1:1000 (**4 no. copies**);
4. **Licence Fee** (see attached Schedule of Fees);
5. **Copy of Insurance Details for applications for table & chairs:**  
(Public Liability Insurance to be a minimum value of €6,500,000 and to indemnify Sligo County Council against third party claims).

### **PRIVACY NOTICE**

Sligo County Council is obliged to comply with GDPR and Data Protection legislation as set out in Section 71 of the Data Protection Act 2018, in the collection and processing of any personal information, during the course of its business. For further information, the Data Privacy Statement for the Planning Section as well as the Sligo County Council Data Protection Policy is available for viewing at [www.sligococo.ie](http://www.sligococo.ie)

| <b>Schedule of fees</b>   |  |
|---|--|
| <b>Appliance, apparatus or structure</b>  | <b>Licence fee</b>                               |
| <b><i>Part 1 (Annual Fees)</i></b>  |  |
| <i>Appliances, apparatus and structures:</i>  |  |
| (a) A vending machine or coin operated machine (not being weighing machine).  | <b>€125</b>                                      |
| (b) A town or landscape map for indicating directions or places.  | <b>€25</b>                                       |
| (c) A hoarding, fence or scaffold (not being a hoarding, fence or scaffold bounding a public road).   | <b>€1,250</b>                                    |
| (d) An advertisement structure (other than an advertisement structure specified in paragraph (dd)).   | <b>€630</b>                                      |
| (dd) An advertisement structure (being of a finger post type not exceeding 1 metre in length) consisting of a direction sign to indicate tourist accommodation  | <b>€50</b>                                       |
| (e) A cable, wire or pipeline (not being a cable for conducting electricity for domestic or agricultural purposes or a drain or water pipe).  | <b>€25 per 100 metres length or part thereof</b> |
| (f) A telephone kiosk or pedestal   | <b>€630</b>                                      |
| (g) A case, rack, shelf or other appliance, apparatus or structure for displaying articles, whether or not for the purpose of advertisement or sale in or in connection with any adjacent business premises | <b>€125</b>                                      |
| (h) Tables and chairs outside a hotel, restaurant, public house or other establishment where food is sold for consumption on the premises   | <b>€125 per table</b>                            |
| (i) An advertisement consisting of any text, symbol, emblem, model. Device or logo  | <b>€630</b>                                      |
| (j) An advertisement structure (being of a fingerpost type not exceeding 1 metre in length) consisting of a direction sign to indicate tourist accommodation  | <b>€50</b>                                       |
| (k) A pipe or an appliance with a pipe attachment for dispensing air or water, not being a pipe or appliance attached to a petrol or oil pump   | <b>€25</b>                                       |
| (l) A weighing machine  | <b>€63</b>                                       |
| (m) A bring facility  | <b>€25</b>                                       |

| <b>Part 2</b>   |             |
|---|-------------|
| (a) A cabinet used as part of a wired broadcast relay system by a person licensed under the Wireless Telegraphy (Wired Broadcast Relay Licence) regulations, 1974         | <b>€125</b> |
| (b) A lamp-post   | <b>€25</b>  |
| (c) A bridge, arch, tunnel, passage or other similar structure used or intended for use other than by the public and constructed on or after 1 <sup>st</sup> October 1964 | <b>€125</b> |
| (d) A cellar or other underground structure constructed on or after 1 <sup>st</sup> October 1964  | <b>€125</b> |
| (e) A cable for conducting electricity for domestic or agricultural purposes.   | <b>€125</b> |