

Tullamore Town Council

Customer Notice

New Procedures for Planning Related Matter from the 1st January, 2010

What is changing ?

From the 1st January, 2010, the Planning Function of Tullamore Town Council will be administered by Offaly County Council on behalf of the Town Council. The Planning Office in Tullamore Town Council will be closed from this date.

Why is this change happening ?

The change is happening in the interests of improving customer services and the creation of efficiencies through sharing of services. Offaly County Council has a dedicated Planning Department with specialist staff providing a full range of integrated planning services and advice to customers. The duplication of this service in a Town Council is not practical or feasible and given the proximity of both local authorities to each other it makes sense to provide one quality service to customers.

What does this mean in practical terms ?

All new planning applications from the 1st January, 2010 will be made through the Planning Department of Offaly County Council who will also process the applications. They will still be made on a Tullamore Town Council application form and your decision will still be made by the Tullamore Town Manager and issue on Tullamore Town Council stationery. The only thing that has changed is that the physical location of where you do your business will be on the 1st Floor of Offaly County Council's Aras an Chontae, Charleville Road, Tullamore instead of Tullamore Town Council's Planning Office adjacent to the Town Hall in Cormac Street.

Planning applications, objections or complaints of unauthorised development or non-compliance with planning permissions must from this date be submitted to the Planning Department, Offaly County Council. If you wish to make an appointment with a Planner, this should again be made through Offaly County Council's Planning Department. If you wish to inspect a pre-2009 Tullamore Town Council planning file you will need to give 24 hours notice to the Planning Department to allow time for retrieving the file from long term storage. It will be some time for these files to be scanned and available on-line for customers in the same way as the Offaly County Council files are currently available.

Will Tullamore Town Council still retain its Planning Authority Status ?

Yes - Tullamore Town Council will still be the Planning Authority for its functional area and applications will still be made on a Tullamore Town Council Application Form and decisions signed by the Tullamore Town Manager. The only difference is that the service will be administered and files processed through the Planning Department in Offaly County Council on an agency basis for the Town Council.

Can I still do any Planning related business at the offices of Tullamore Town Council

No - Planning services will no longer be available at the offices of Tullamore Town Council from the 1st January, 2010. However there will be an initial transition phase following the handover and it may be necessary in some situations to have the input of Tullamore Town Council personnel on files that are current on the 1st January and some customers may accordingly be asked to contact the Town Council. There are a number of non-planning application related matters under the planning code e.g applications for table and chair licences, scaffolding licence or the erection of signage in public areas in the Town Council's functional area that will continue to be administered by the Town Council. You should contact the Town Council main office at (057) 9352470 to clarify this.

Will Tullamore Town Council Planning Files be available on the Offaly Local Authorities Website www.offaly.ie ?

Initially only 2010 files will be available but it is hoped that by mid-2010 all historic planning file enquiries back to 1964 will be available on the website which will provide basic application details .

Where can I get a Tullamore Town Council Planning Application Form from the 1st January, 2010 ?

Forms will be available from the Planning Department, Offaly County Council, Aras an Chontae, Charleville Road, Tullamore, Co. Offaly and are also available for downloading from the Council's website www.offaly.ie

If I am still not sure what to do where can I get further information ?

For any further assistance, you should contact The Planning Department, Offaly County Council, Aras an Chontae, Charleville Road, Tullamore, Co. Offaly, telephone (057) 9346800.