Comhairle Contae Chill Mhantáin
Wicklow County Council

CALL FOR SITES: Land Suitable for Residential Development

Non-Statutory Consultation

'How to' guide to completing Part 1 of your submission:

Using the Call for Sites Self Reporting Tool to Generate a Site Report

December 2025

This 'How to' guide has been prepared to help you undertake **Part 1** of your Call for Sites submission; to use the Call for Sites self-reporting tool provided by Wicklow County Council to generate your site report.

This guide has two sections and uses examples to illustrate the steps to take to:

A. Outline your site on the interactive web map and generate your site report.
B. Reviewing your site for physical and planning characteristics and, if necessary, amending your site boundary.

The examples used are of land owned by Wicklow County Council and are for illustrative purposes only; it does not indicate any zoning intentions for these lands.

Please see the online consultation portal for further details on the consultation, detailed guidance on how to make a submission, the criteria Wicklow County Council will be using to identify land/sites and the next steps in the process.

The consultation portal can be accessed via the following web address or by scanning the QR below.

https://call-for-sites-wicklow.hub.arcgis.com/

Assistance with the Map Portal

Please be advised that if you do not have access to a computer / internet, or are not confident in using the portal, Wicklow County Council can assist you in generating the required 'site report' – please contact the Planning Department on **0404 20148** or at **callforsites@wicklowcoco.ie** if you require this assistance.

In addition, the Council will be operating a **drop in service** on the following dates at Wicklow County Council, County Buildings, Station Road, Wicklow Town if you require assistance:

Wednesday 07 January 2026 **2pm-4pm**
Friday 16 January 2026 **10am-1pm**
Monday 19 January 2026 **10am – 4pm**

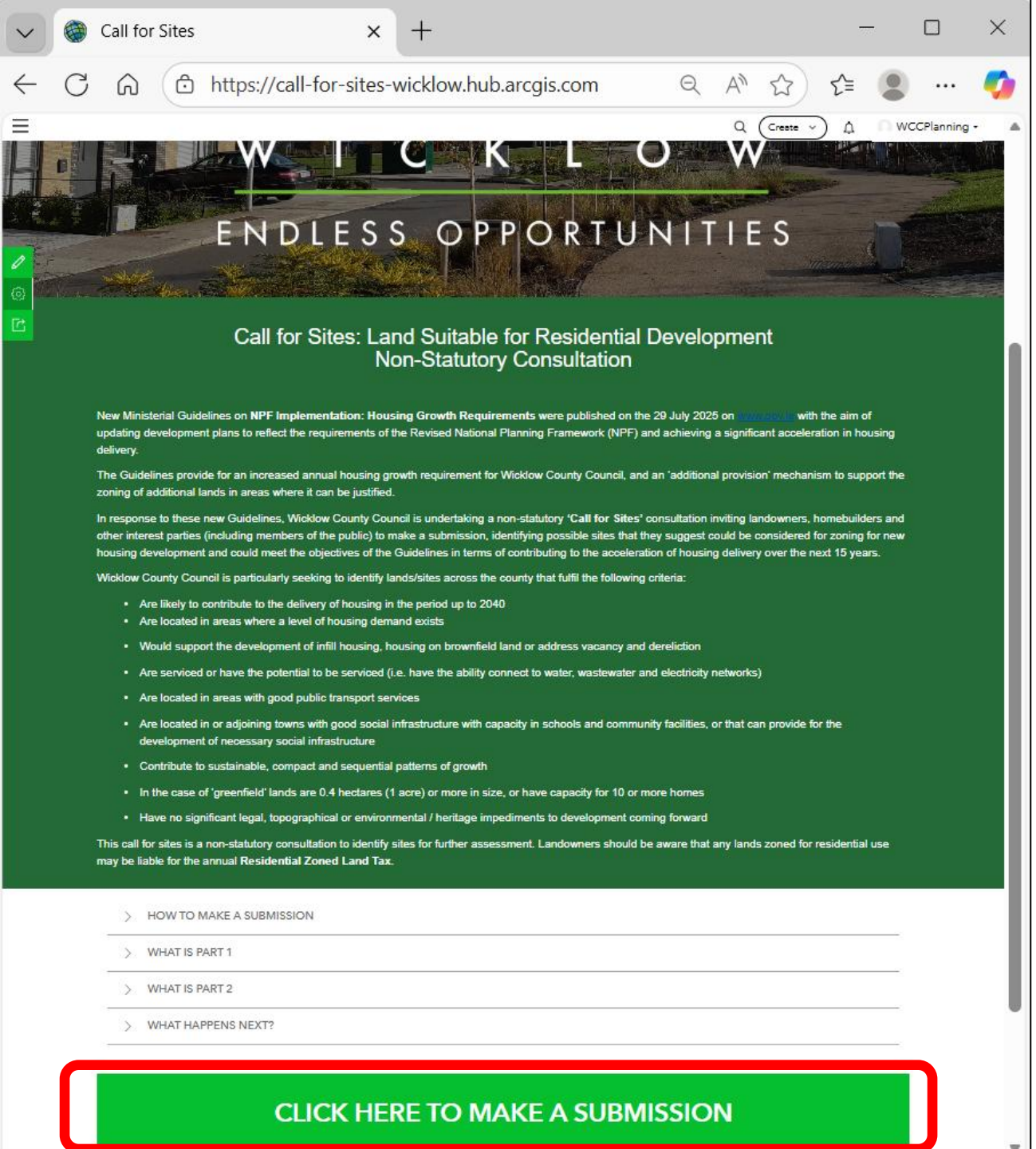
Disclaimer

Wicklow County Council makes no representations, warranties or undertakings about any of the information provided in this Call For Sites self reporting tool and associated maps including, without limitations, on its accuracy, completeness, quality or fitness for any particular purpose. To the fullest extent permitted by applicable law Wicklow County Council nor any of its members, offices, associates, consultants, employees, affiliates, servants, agents or other representatives shall be liable for loss or damage arising out of, or in connection with, the use of, or the inability to use, the information provided in this tool and associated map. Wicklow County Council reserves the right to change the content and / or presentation of any of the information provided in this tool/ map at their sole discretion, including these notes and disclaimer.

A: Use the map to generate a site report

This section will illustrate how to use the online map to generate a site report.

Section B provides further detail on how to view the different characteristics/layers and edit your site boundary in response.



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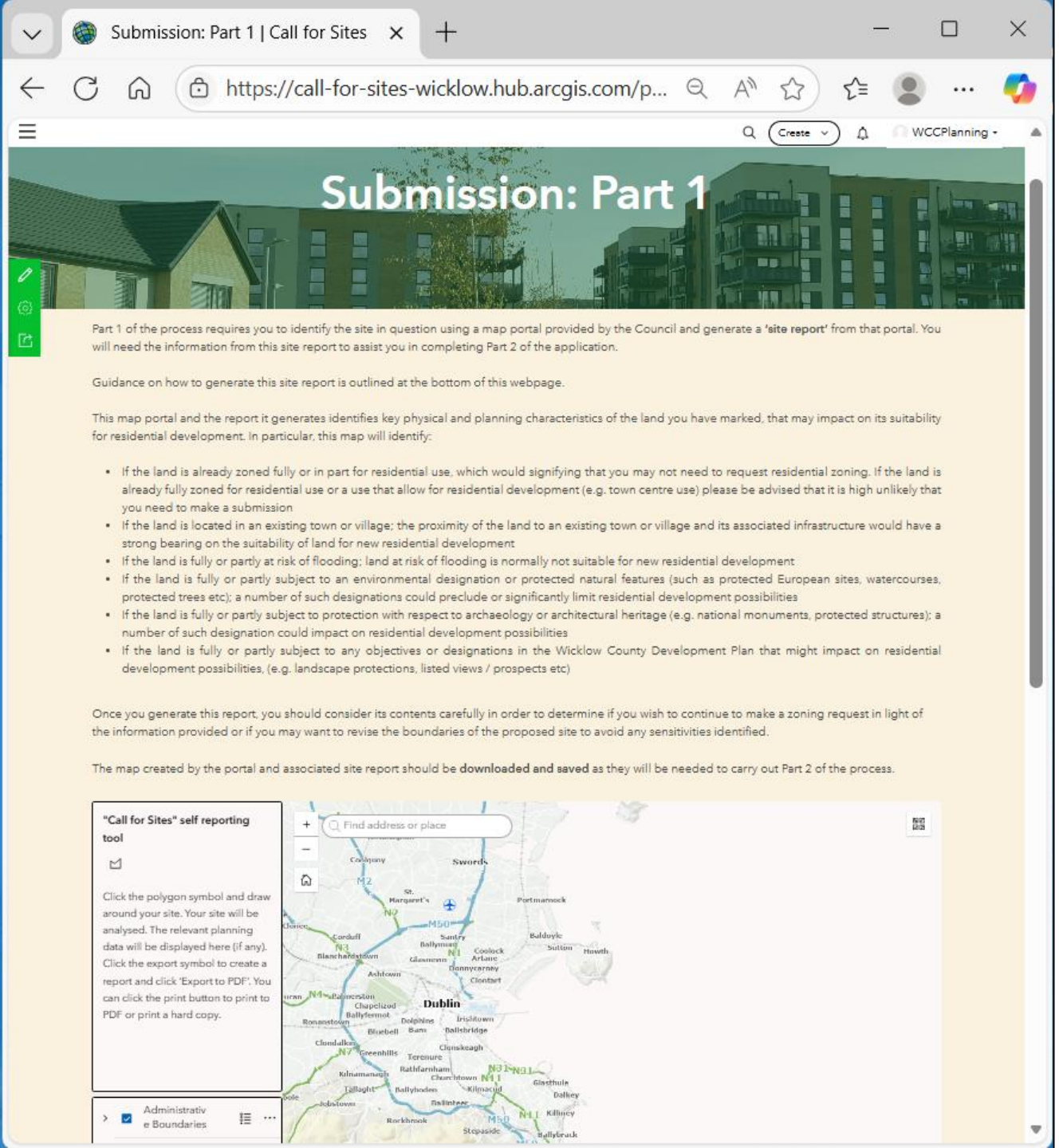
Open the following webpage in your internet browser.

https://call-for-sites-wicklow.hub.arcgis.com/

Please note the interactive map works better on a computer browser rather than a mobile device.

Read the information provided on the consultation before clicking on the **'Click Here To Make A Submission'** button to proceed to the next page.



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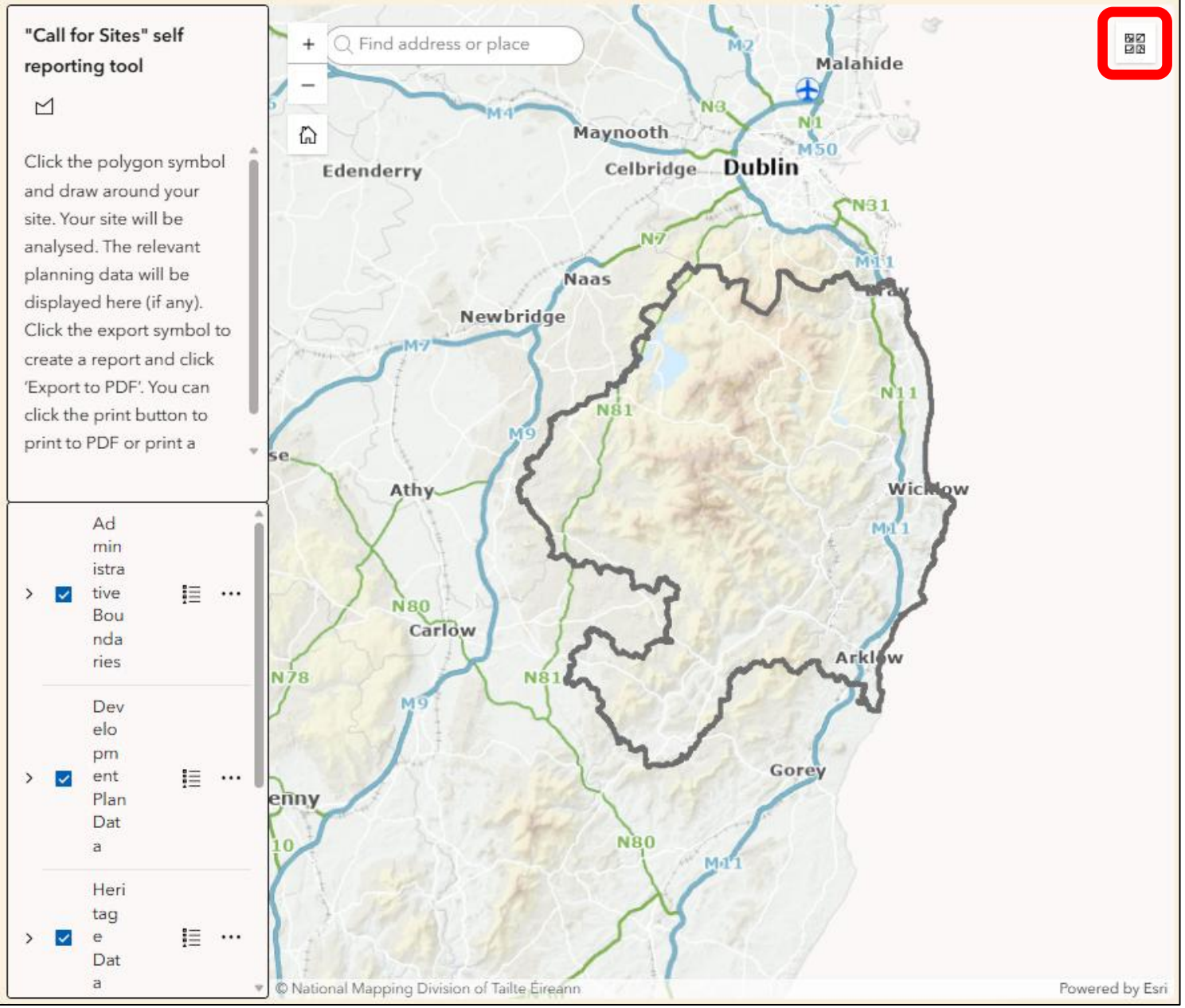
This page provides information on Part 1 of the process, including the key physical and planning characteristics that may impact on the suitability of your site for residential development.

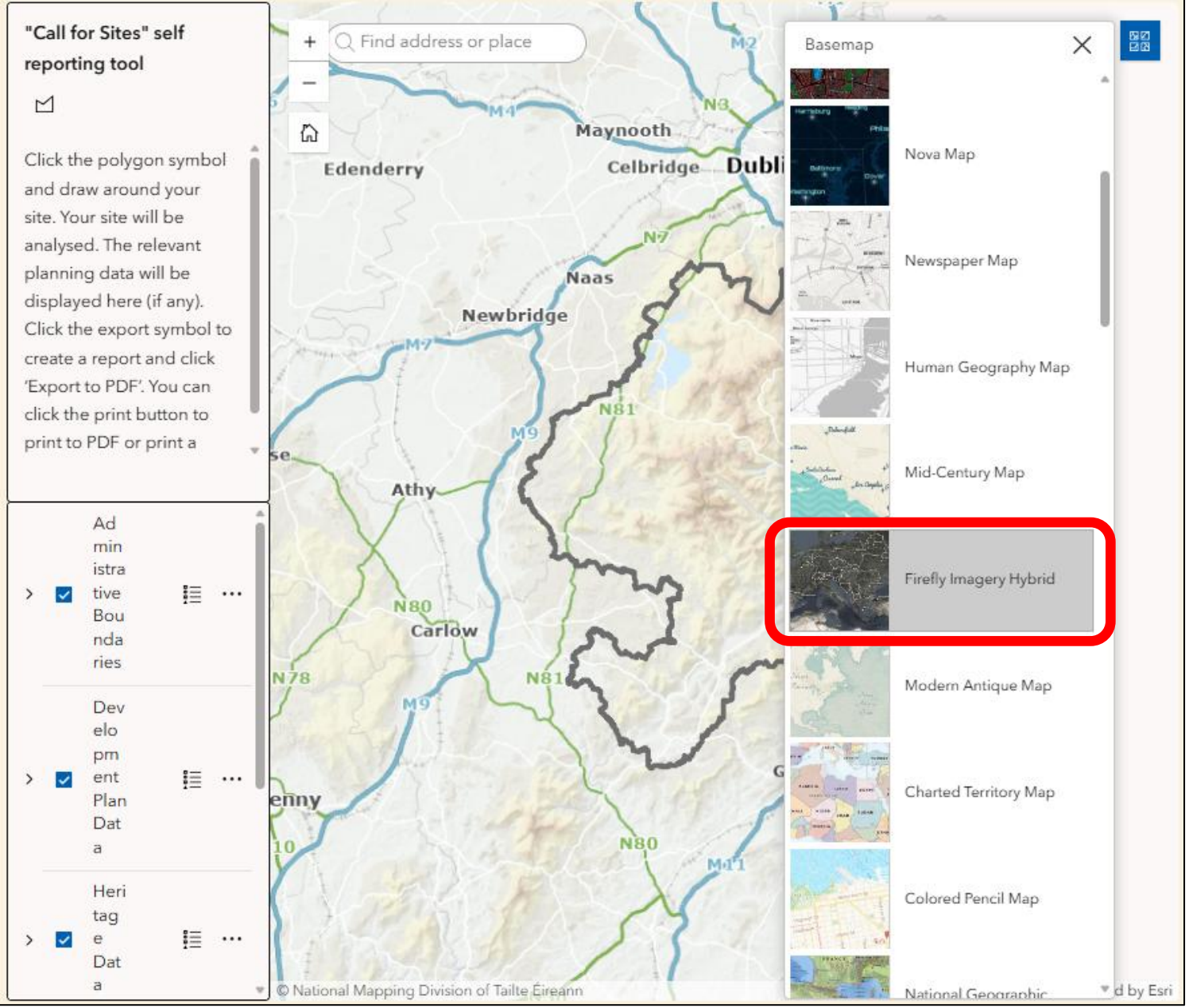
Scroll down the page to bring the web map into view.

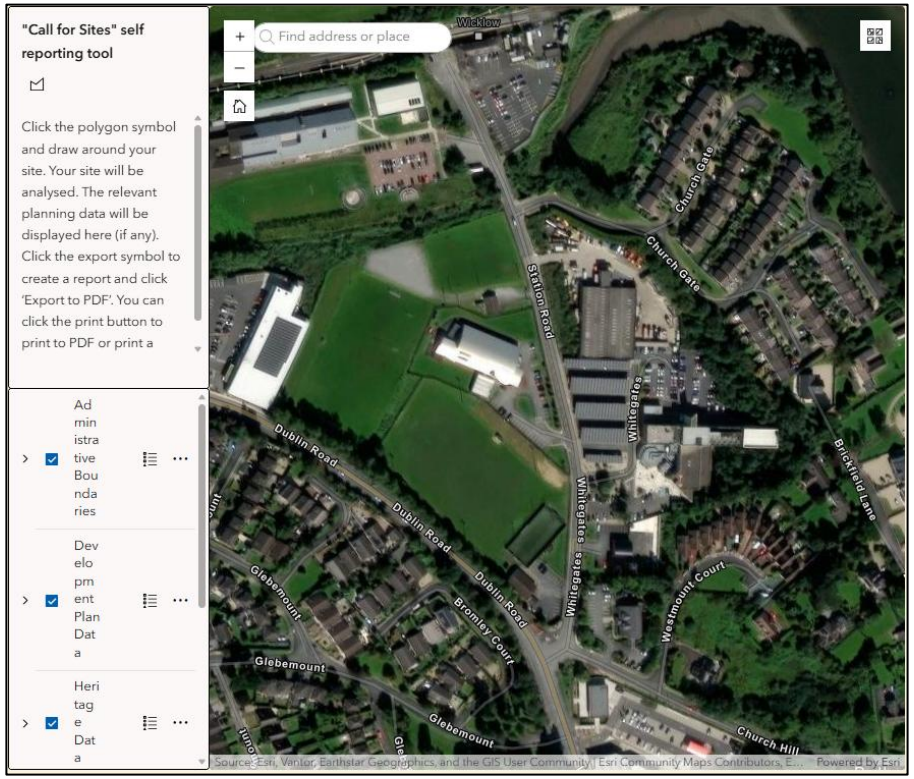


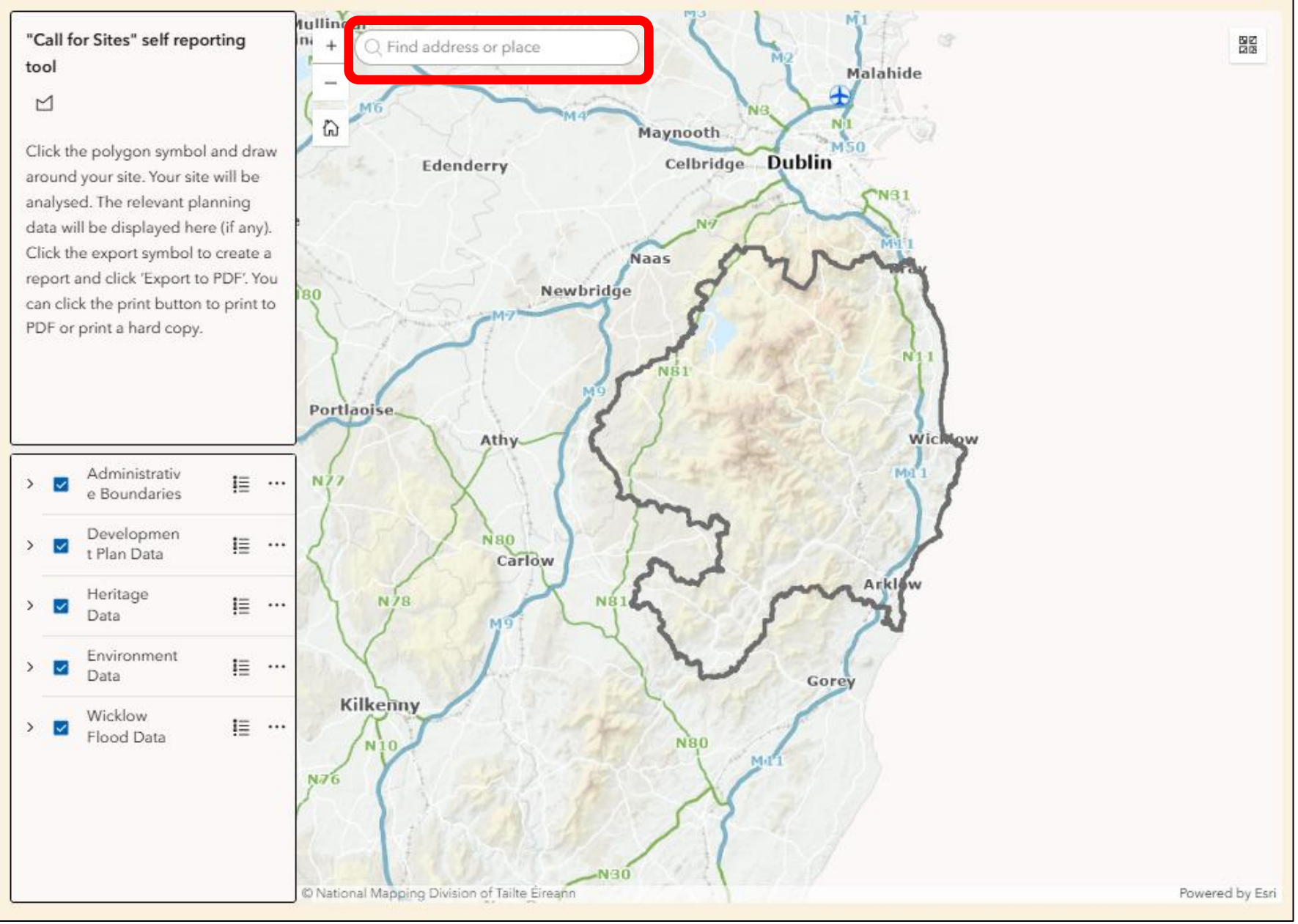
You may wish to change the base map to an aerial satellite view.

To do so, click the box on the top right corner of the map. This will provide multiple basemap options.

Scroll down and select a new basemap. In the example below we have used 'Firefly Image Hybrid'.

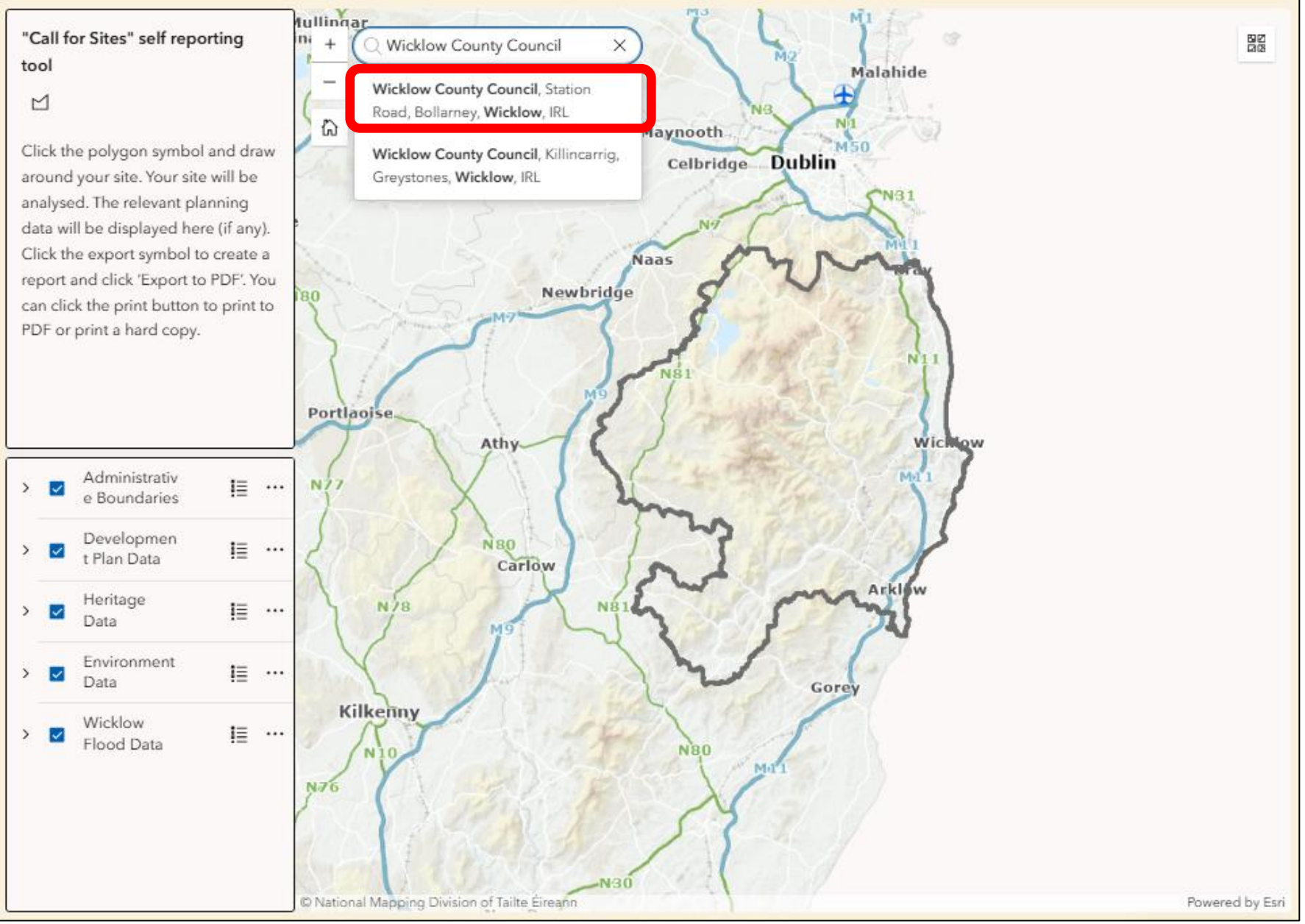






To start, input the site address or Eircode into the search box.

Alternatively, you can zoom in and navigate around the map to your site location.



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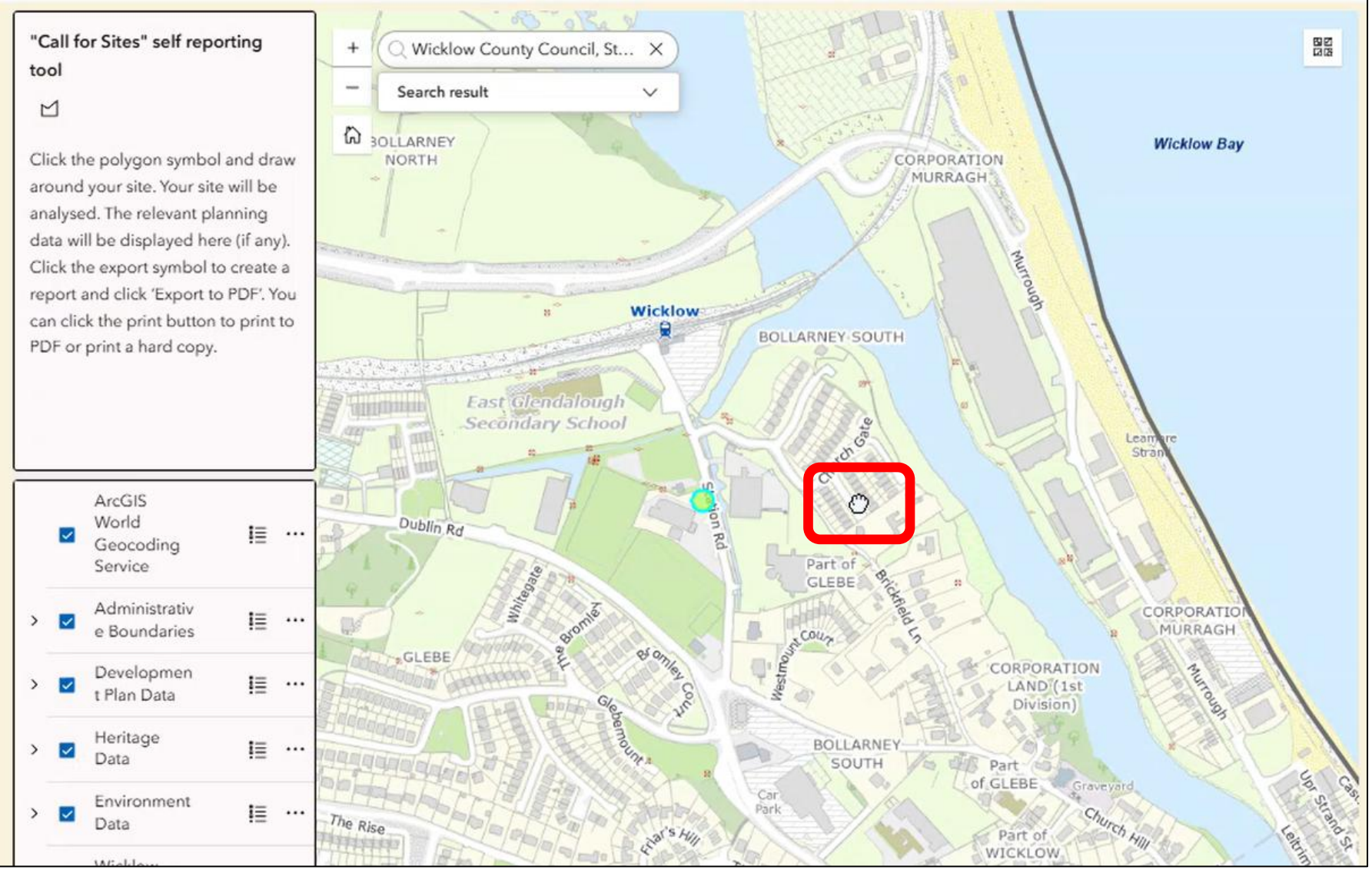
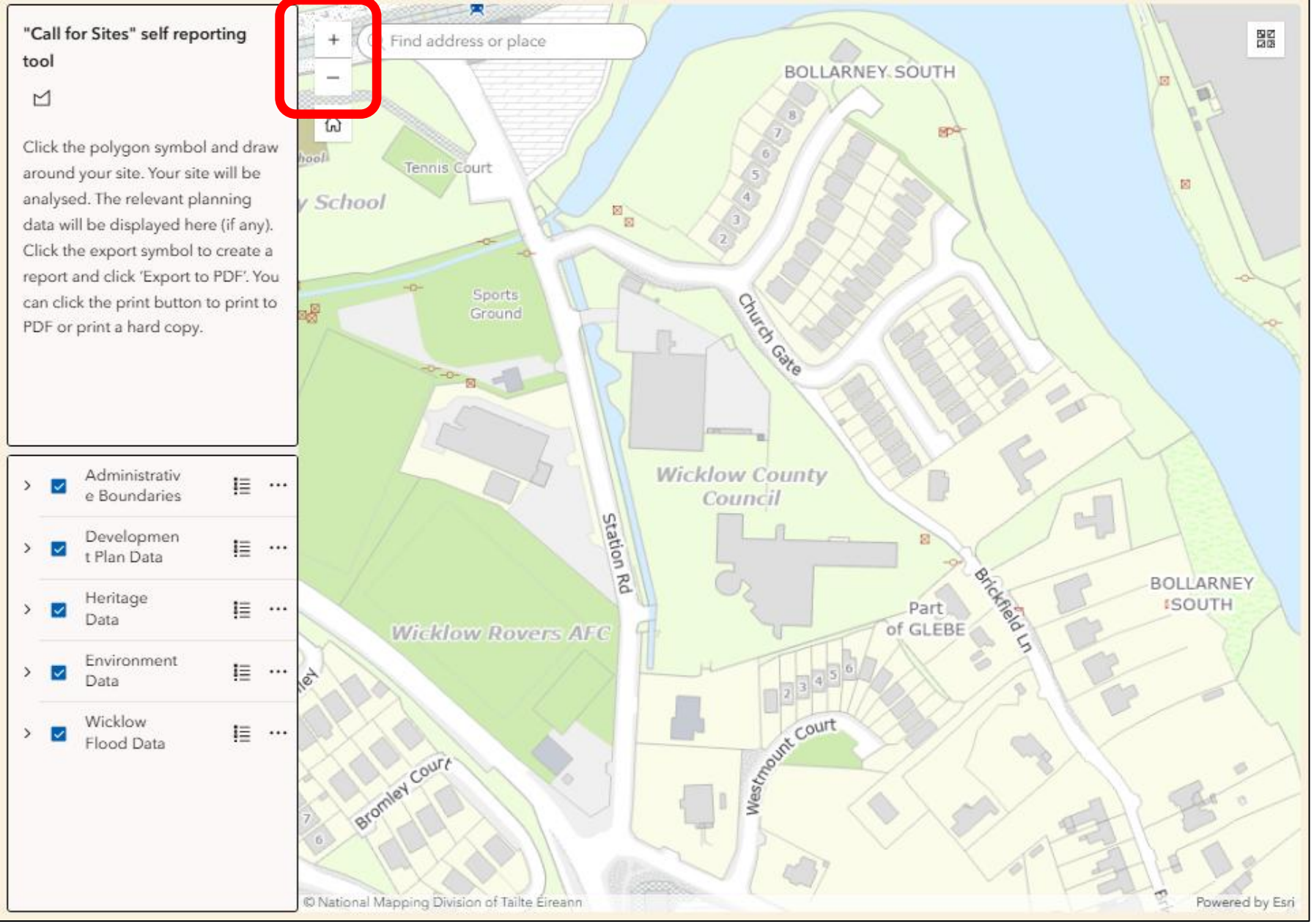
Select your site from the options provided in the drop down box.

The map will automatically navigate to the site location.



By clicking the map **and** holding the click you can use your mouse to navigate around the map to change the area that you are viewing.



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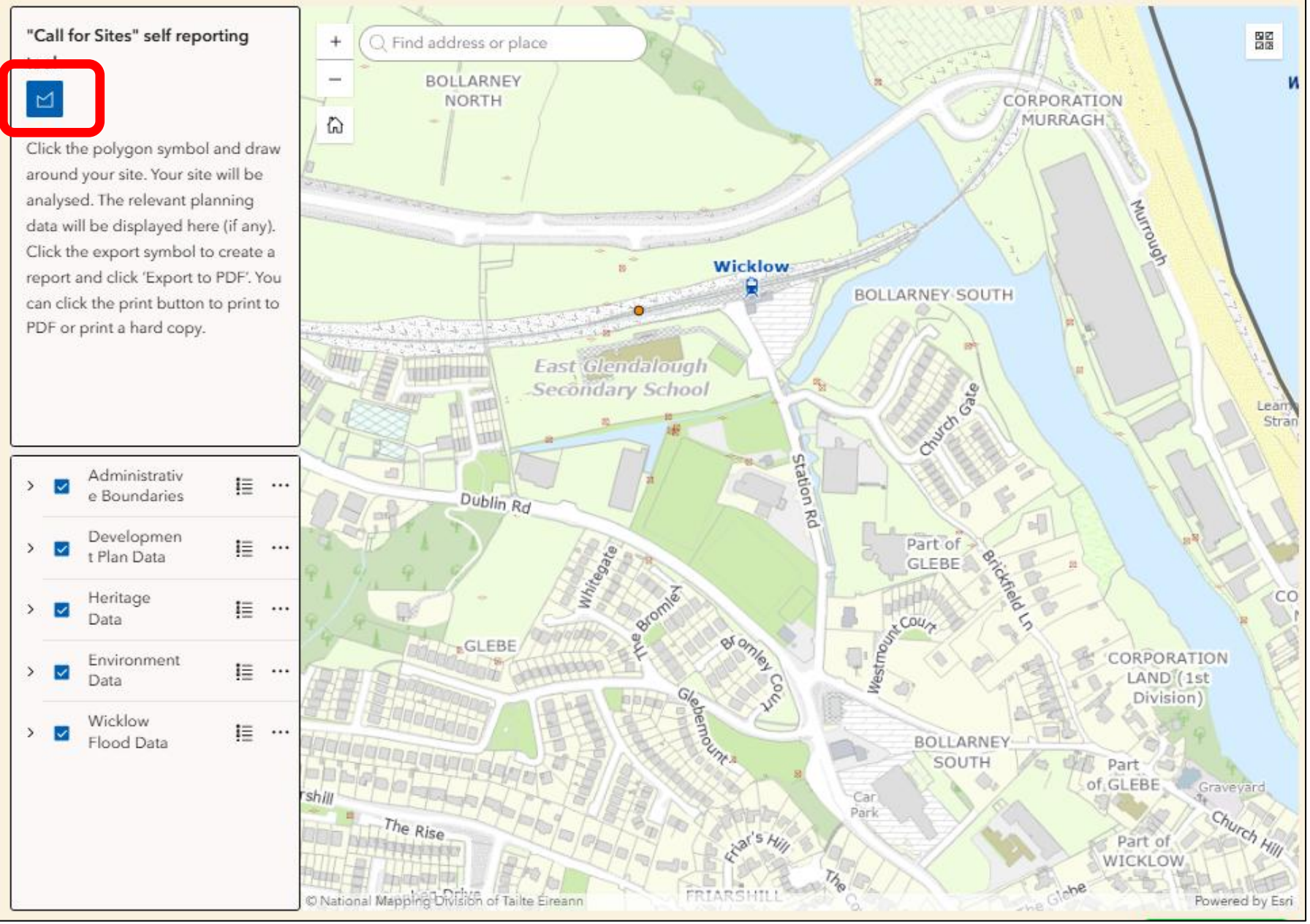
You can also zoom in or out of the map view by selecting the **+** or **–** buttons on the top left corner.

Alternatively you can use your mouse scroll wheel to zoom in or out.



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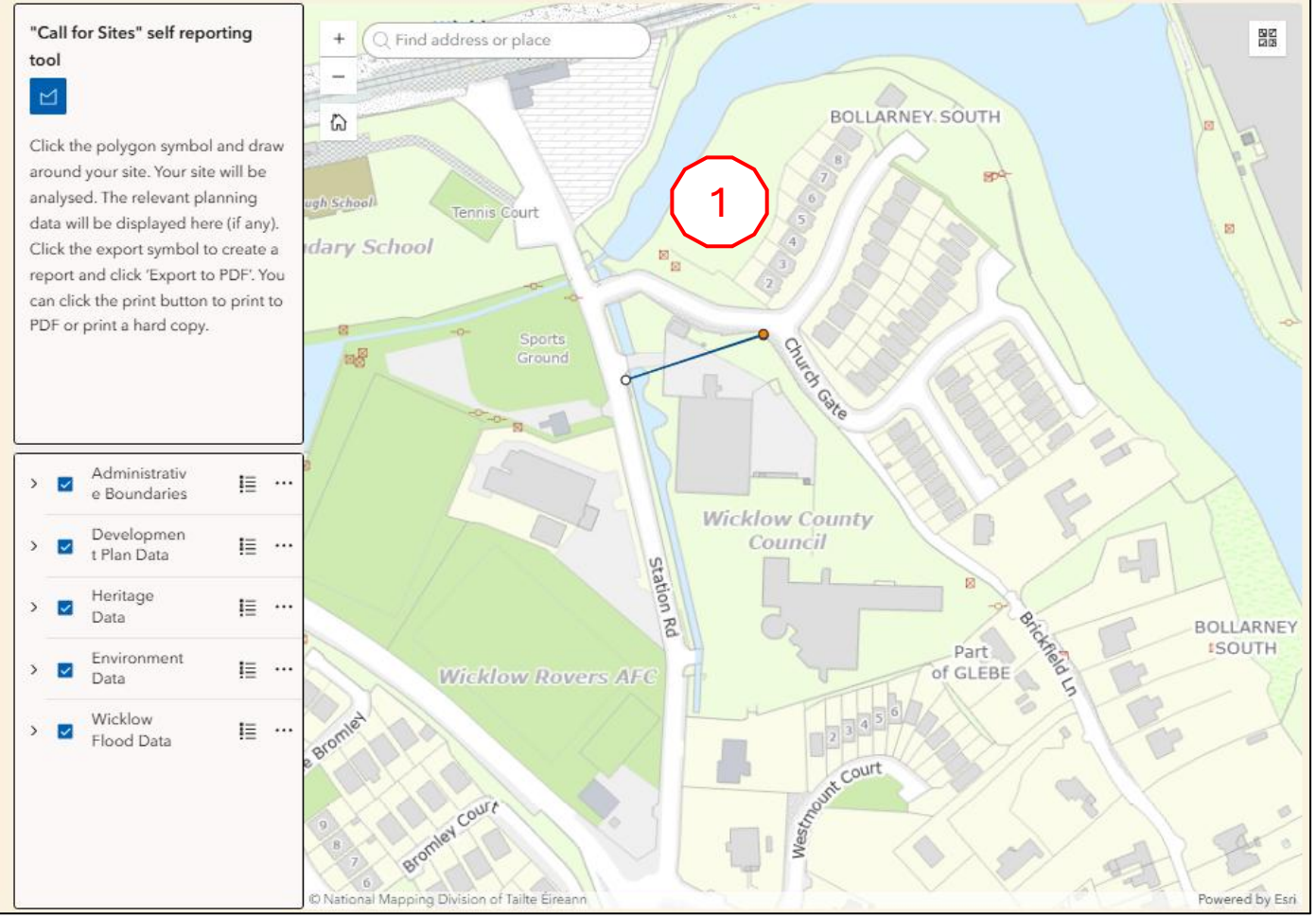
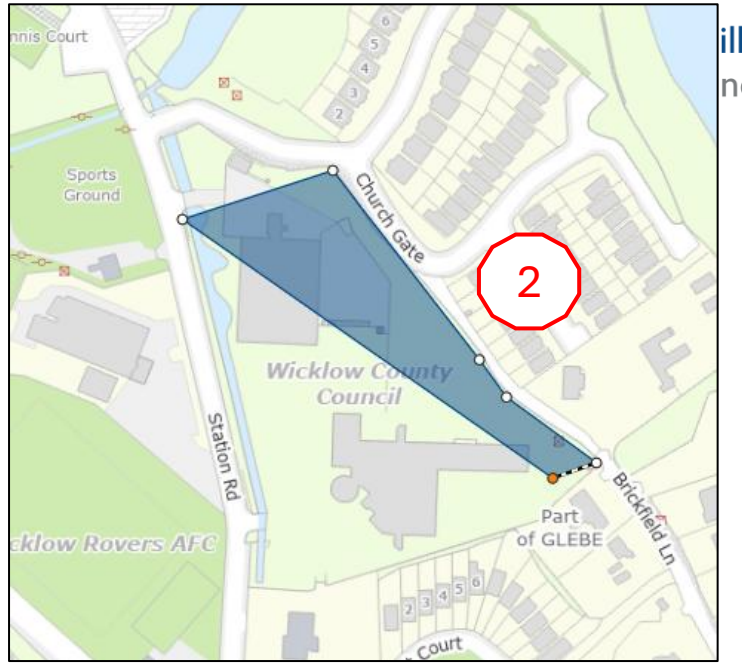
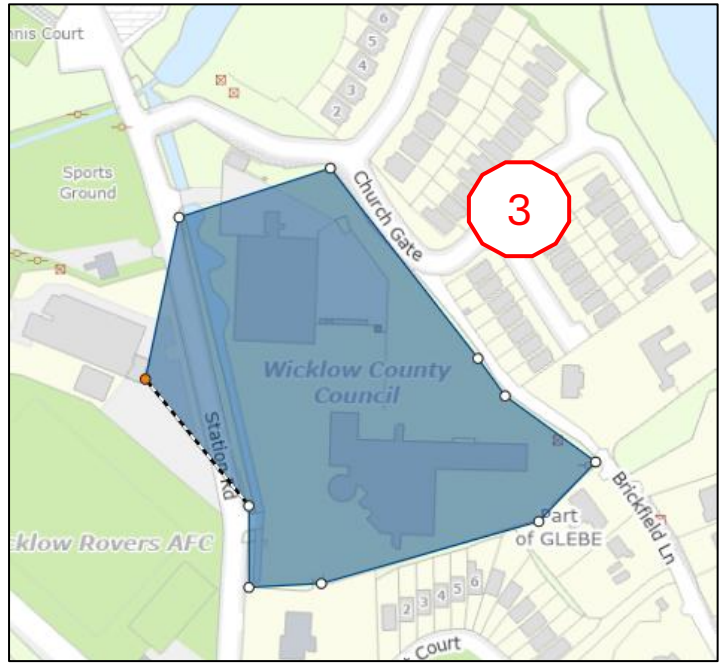
To generate the site report you will need to draw an outline of your site on the map.

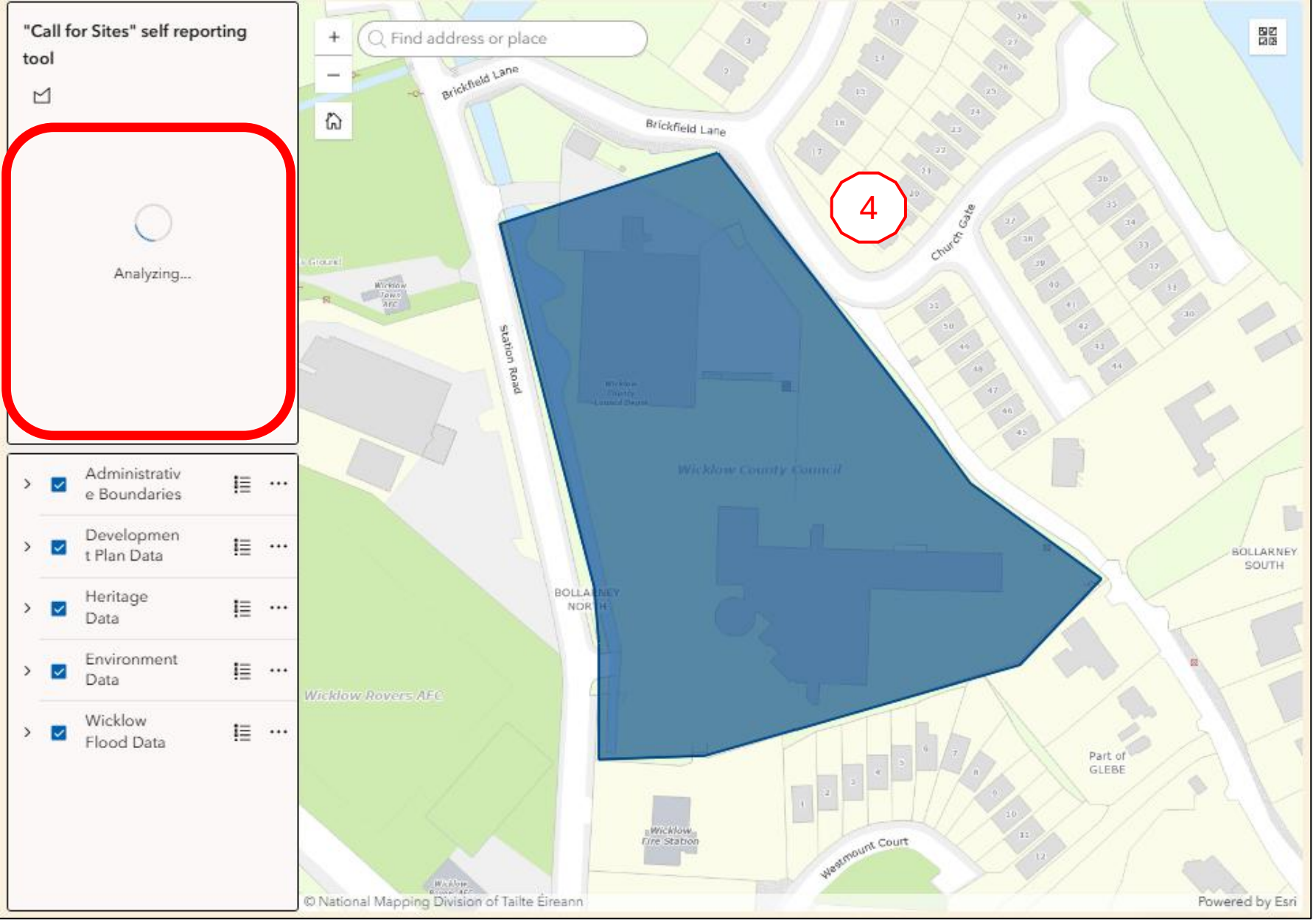
To do this, select the polygon box on the top left corner of the page. Once selected it will turn blue, confirming that this feature is turned on.







Click on different points along the site boundary. The map will automatically generate a shape with the outline of your site.



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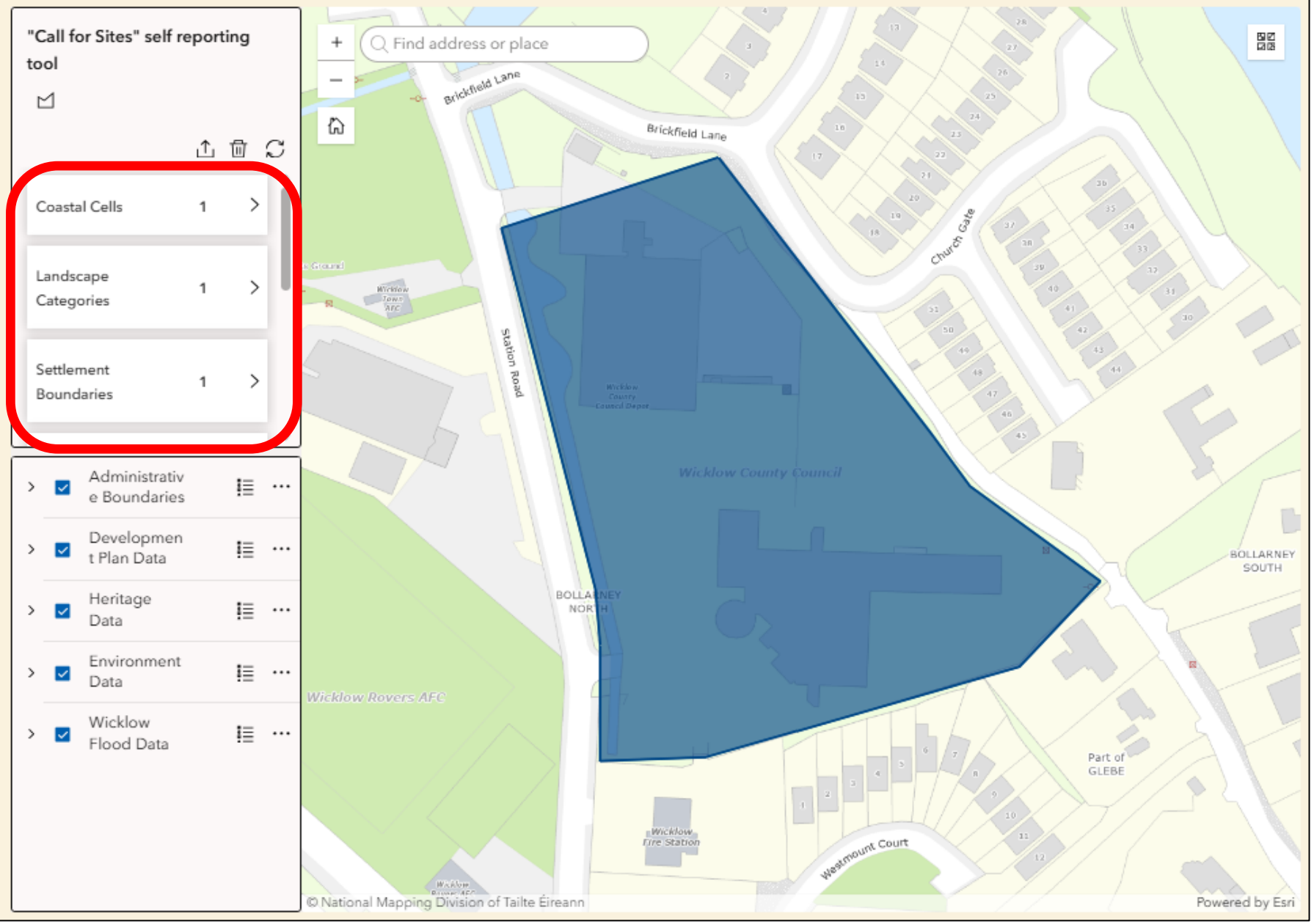
Double click on the last point on your site outline to finish making the shape.

The box on the top left hand corner will start to analyse the key physical and planning characteristics within the outline of your site.



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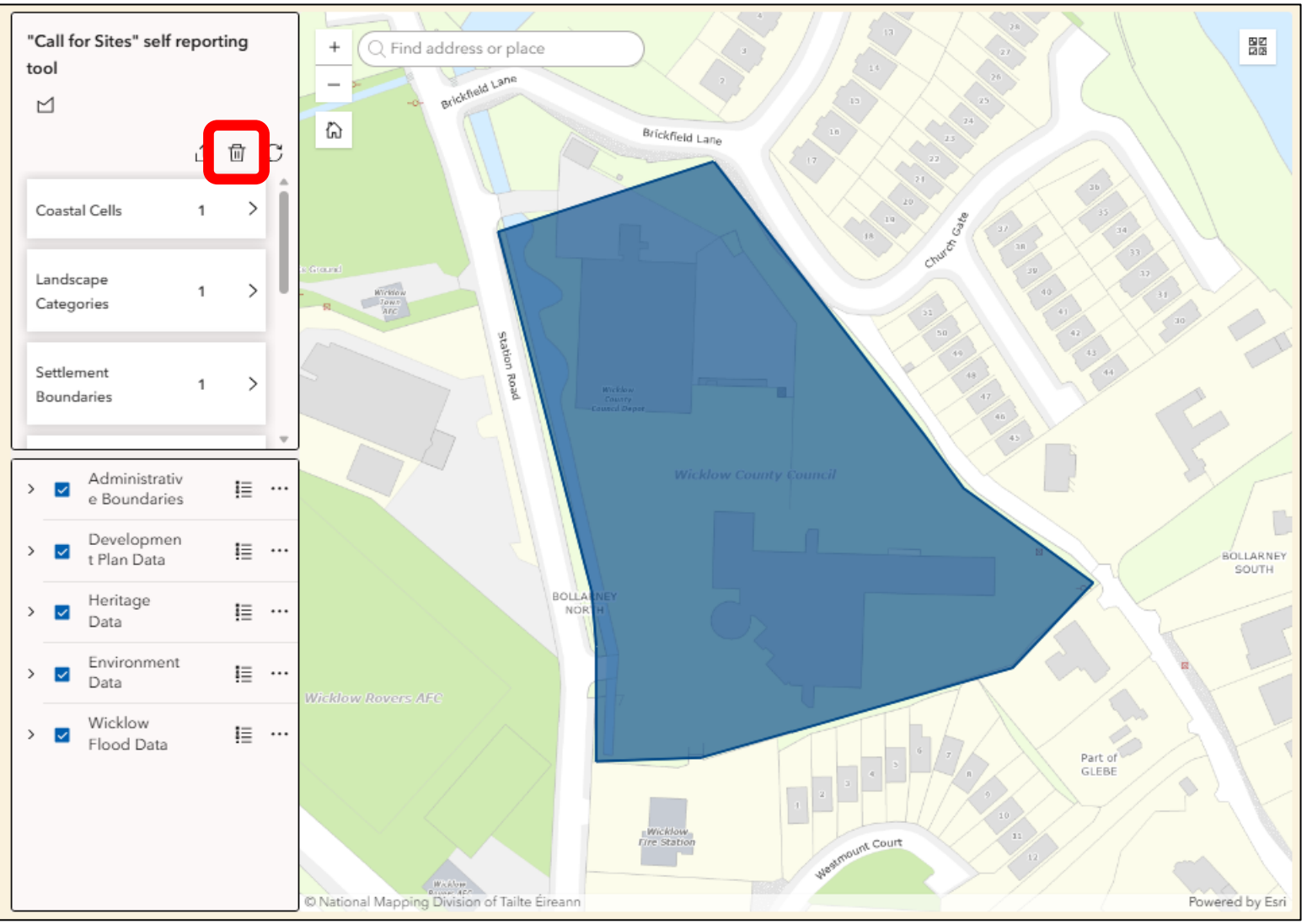
The different characteristics will then be displayed in the box on the top left of the page.

Please note, this may take a couple of minutes to generate.



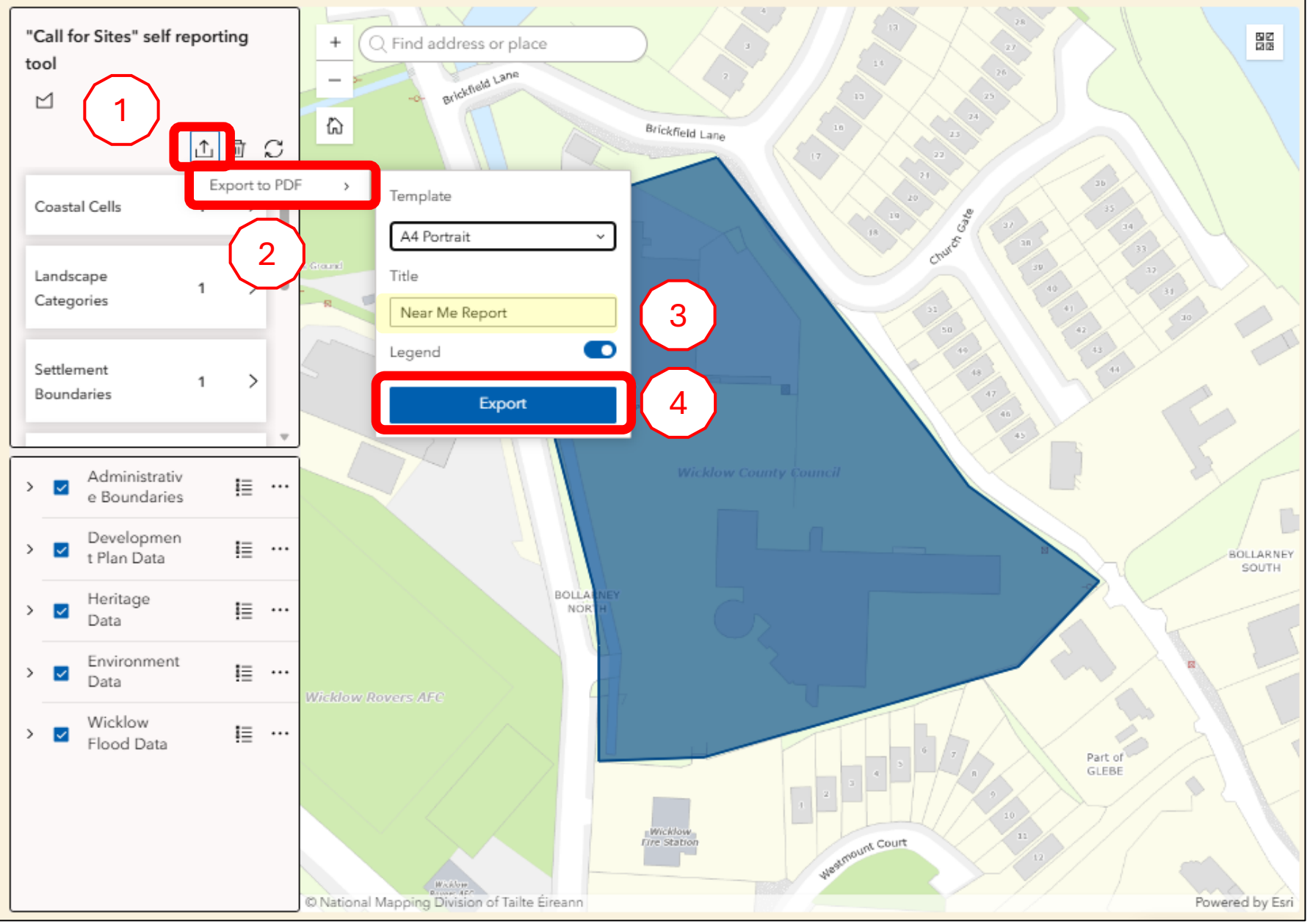
If you are not happy with the site outline, you can press the delete button and start again.

Please include:

- Any access to local roads
- All the land needed for the development to come forward

You may want to exclude any land with physical and planning characteristics that may impact on the suitability of your site for residential development.

Section B of this guide illustrates how to check the different characteristics and how to amend your site boundary.



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To generate the **site report:**

1. Select the ⬆ button.
2. Select 'Export to PDF'
3. You have the option to rename the title of your report from 'Near Me Report'; e.g. to '*Wicklow County Offices*'.
4. Select 'Export'

Submission: Part 1 | Call for Sites

blob:https://experience.arcgis.com/4f425ad0-8733-40d7-a912-167a0e64e249

This report is designed to be printed on A4 Portrait (8.27" X 11.69") Paper

Print Close

Near Me Report

Area of Interest (AOI) Information

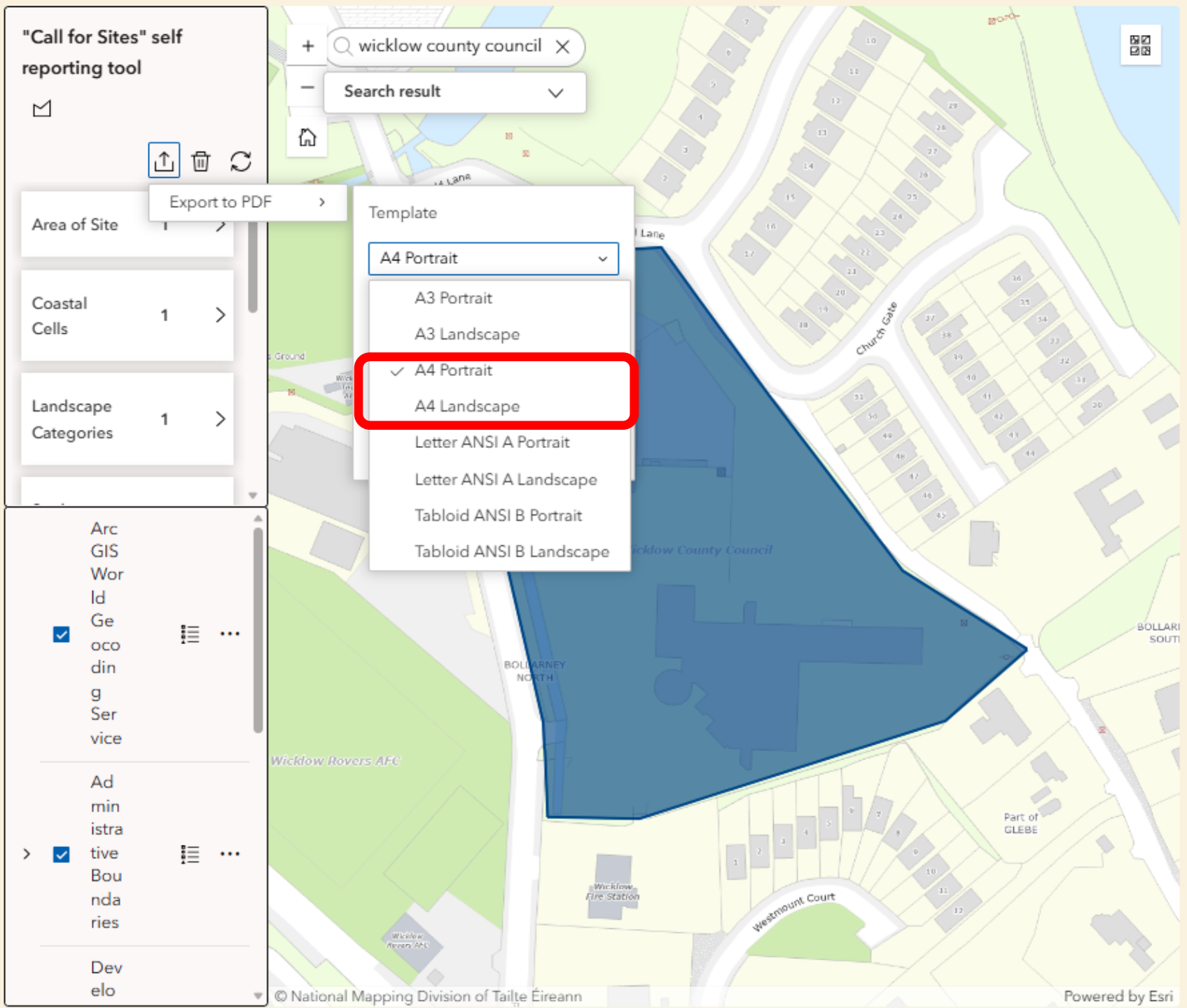
Area: 20,857.2 m²

Date: Wed Dec 17 2025 14:15:30 GMT+0000 (Greenwich Mean Time)

The site report will open on a new tab of your browser.

You can scroll down to review the information generated, which will include the site area and the key physical and planning characteristics.

Section B of this guide illustrates how to check the different characteristics and how to amend your site boundary



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If you find that your site outline does not fit on the report page, you can change the page layout to landscape.

Submission: Part 1 | Call for Sites

blob:https://experience.arcgis.com

blob:https://experience.arcgis.com/4f425ad0-8733-40d7-a912-167a0e64e249

This report is designed to be printed on A4 Portrait (8.27" X 11.69") Paper

Print

Close

Near Me Report

Area of Interest (AOI) Information

Area: 20,857.2 m²

Date: Wed Dec 17 2025 14:15:30 GMT+0000 (Greenwich Mean Time)

To save your PDF onto your device, select the 'Print' button on the top right hand side of your browser.

Submission: Part 1 | Call for Sites

blob:https://experience.arcgis.com/4f425ad0-8733-40d7-a912-167a0e64e249

Print
Total: 2 pages

Printer

Save as PDF

- Save as PDF
- Ready
- WW-Print-Colour
  Ready
- WW-Letterhead_Queue
  Ready
- OneNote (Desktop) - Protected

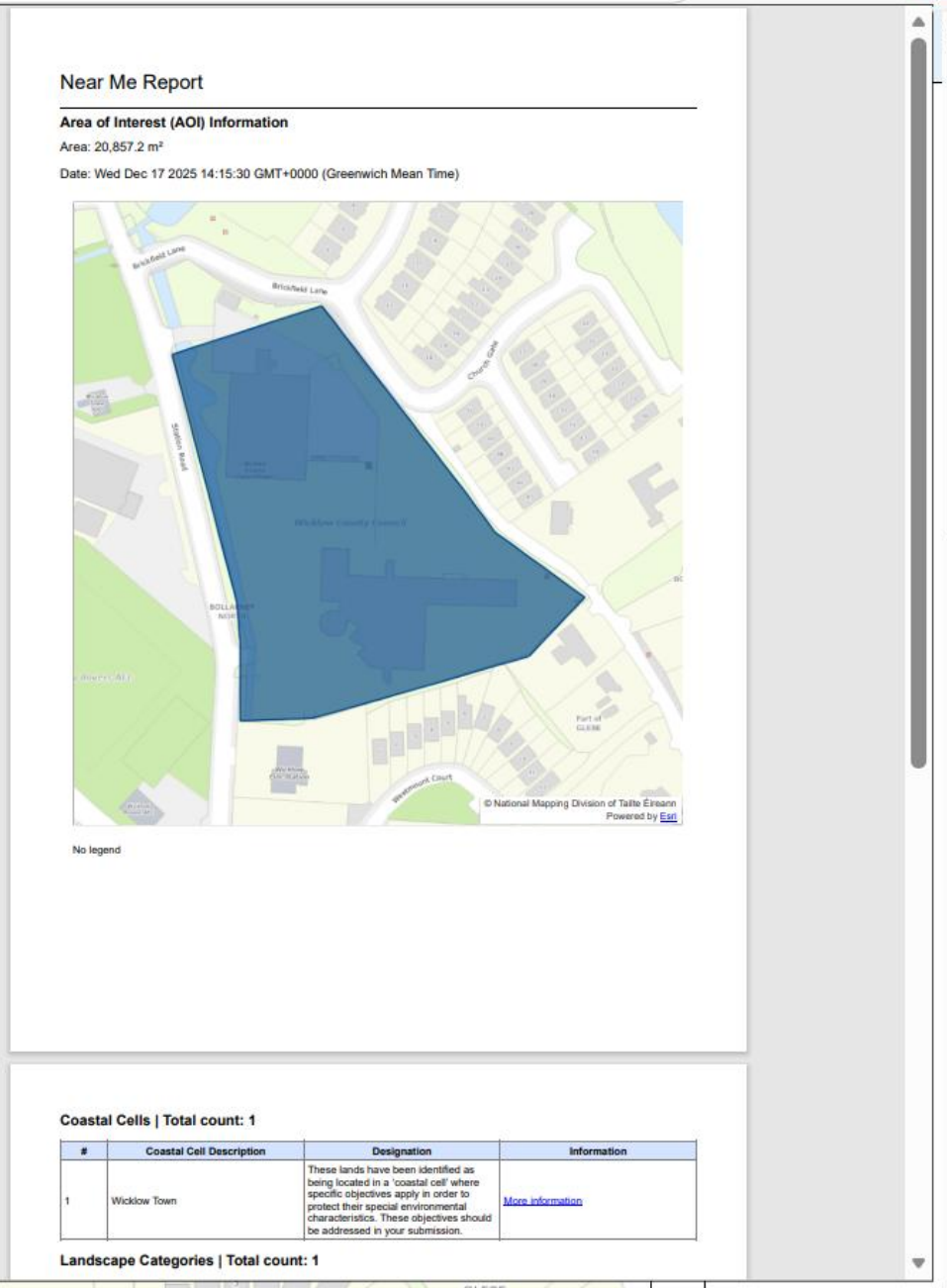
Even pages only

e.g. 1-5, 8, 11-13

More settings

Print using system dialogue... (Ctrl+Shift+P)

Save | Cancel



Near Me Report

Area of Interest (AOI) Information

Area: 20,857.2 m²

Date: Wed Dec 17 2025 14:15:30 GMT+0000 (Greenwich Mean Time)

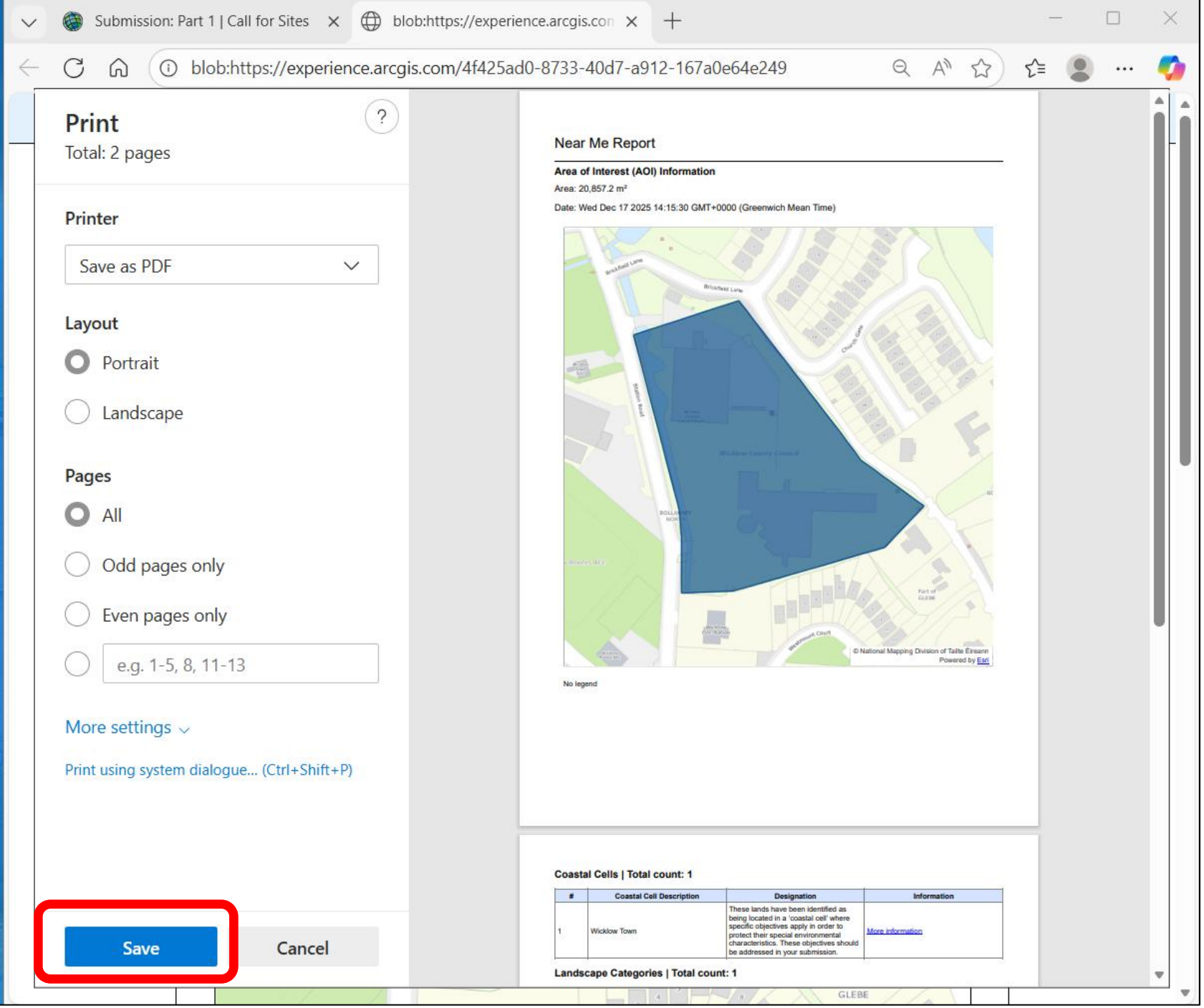
No legend

Coastal Cells | Total count: 1

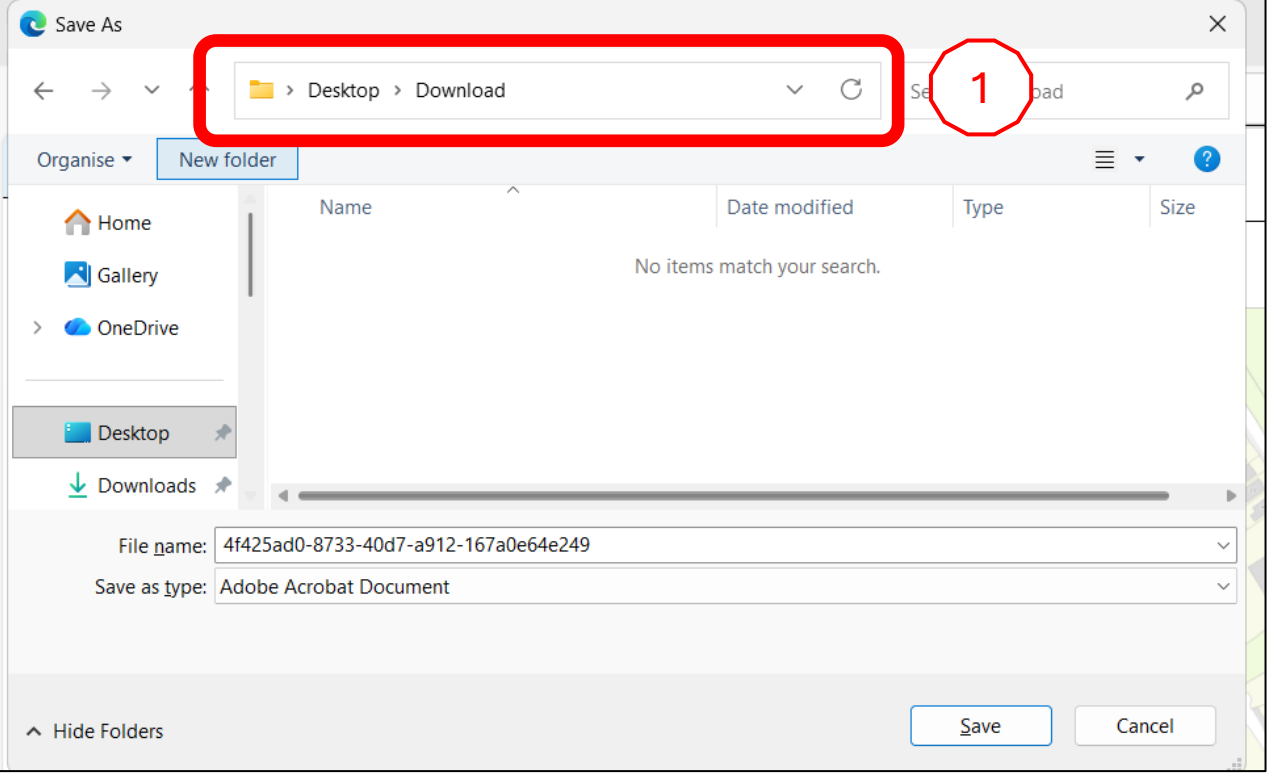
#	Coastal Cell Description	Designation	Information
1	Wicklow Town	These lands have been identified as being located in a 'coastal cell' where specific objectives apply in order to protect their special environmental characteristics. These objectives should be addressed in your submission.	More information

Landscape Categories | Total count: 1

In the drop down box, select 'Save as PDF'.

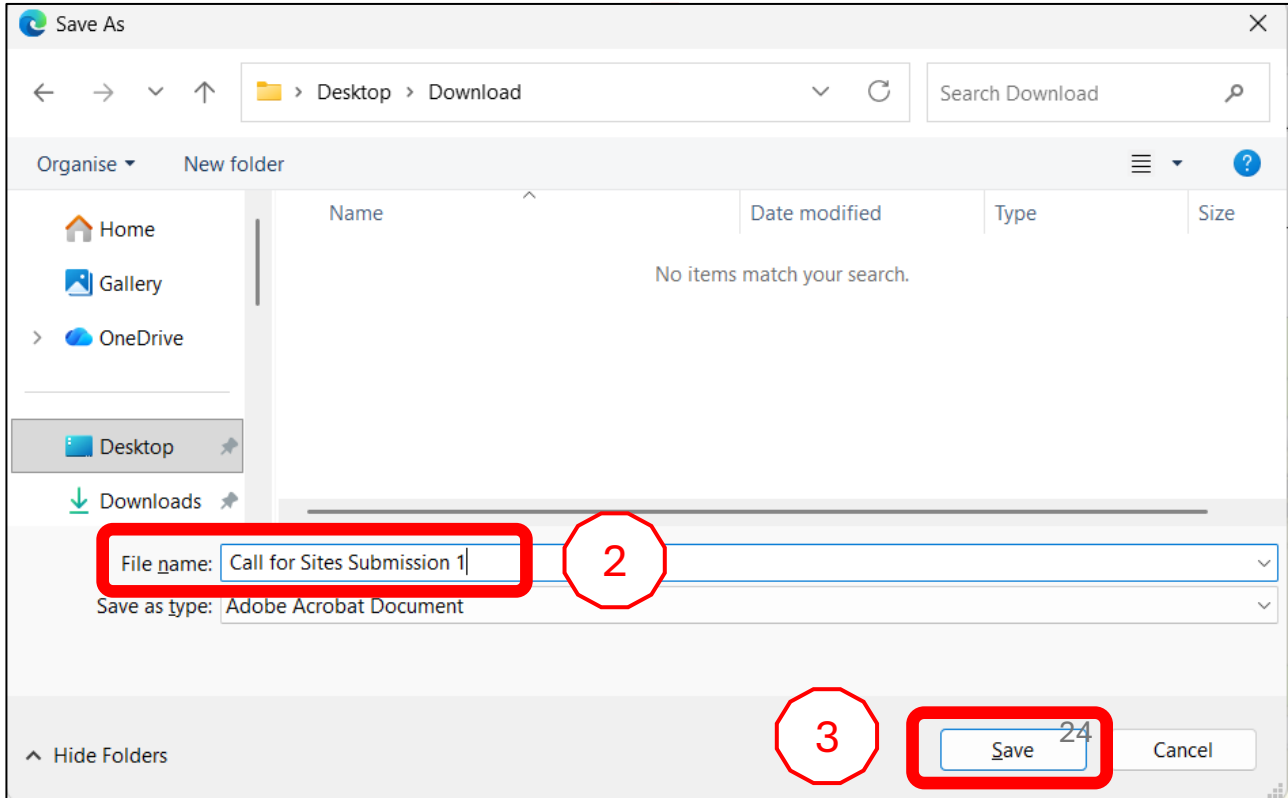


Then press ‘Save’.



A new box will appear on screen.

1. Select the location on your device that you want to site report to be saved to.
2. Update the name of the file. E.g. ‘Call for Sites Submission 1’
3. Press ‘Save’



Submission: Part 1 | Call for Sites | blob:https://experience.arcgis.co | Call for Sites Submission 1.pdf

File C:/Users/jwaugh/Desktop/Download/Call%20for%20Sites%20Submission%201.pdf

1 of 2

Near Me Report

Area of Interest (AOI) Information

Area: 20,857.2 m²

Date: Wed Dec 17 2025 14:15:30 GMT+0000 (Greenwich Mean Time)

The site report will then open as a PDF.

In this example it opened in 'Microsoft Edge' programme. But it will vary depending on your device and the programmes that you have installed.

#	Intersected Area (m²)
1	22,948.21

Coastal Cells | Total count: 1

#	Coastal Cell Description	Designation	Information
1	Wicklow Town	These lands have been identified as being located in a 'coastal cell' where specific objectives apply in order to protect their special environmental characteristics. These objectives should be addressed in your submission.	More information

Landscape Categories | Total count: 1

#	Landscape Category	Designation	Information
1	URBAN AREAS	These are the landscape areas in the County of lower vulnerability and sensitivity to development.	More information

Settlement Boundaries | Total count: 1

#	Name of Settlement
1	Wicklow-Rathnew

Wicklow Zonings (CDP and LAPs) | Total count: 3

#	Zoning	Description	Designation	Information
1	Existing Residential	To protect, provide and improve residential amenities of existing residential areas.	These lands are already zoned for residential development. It may not therefore be necessary for you to make a submission requesting zoning.	More information
2	Town Centre	To provide for the development and improvement of appropriate town centre uses including residential, retail, commercial, office and civic use.	These lands are already zoned for residential development. It may not therefore be necessary for you to make a submission requesting zoning.	More information
3	Natural Areas	To protect and enhance existing open, undeveloped lands.	These lands are already zoned as a 'natural area' having regard to its ecological characteristics / value. This existing zoning should be addressed in your submission with particular reference to the impact of natural amenity / ecology / biodiversity that might result from rezoning to residential.	More information

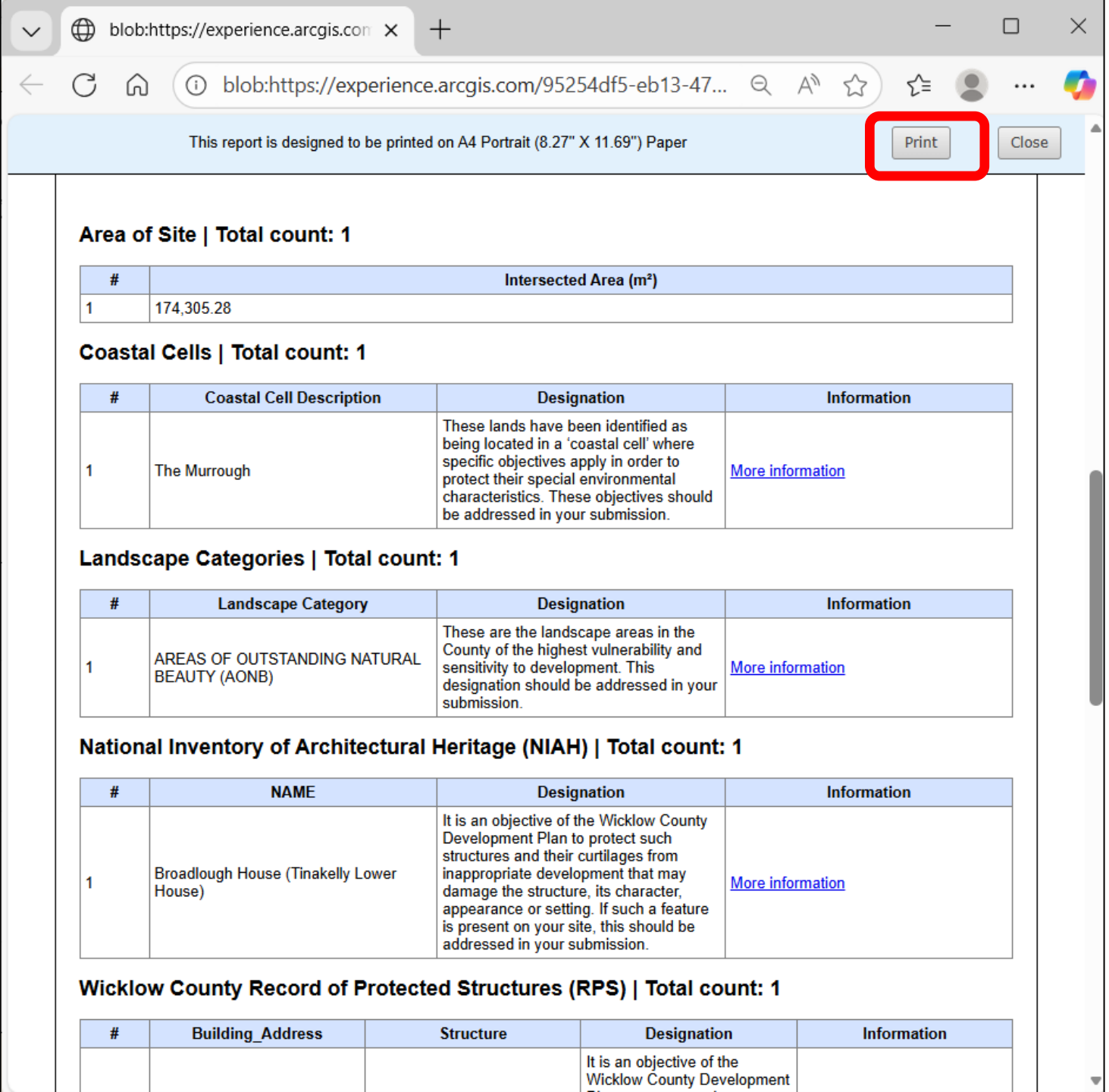
CDP + OPW Flood Zone A | Total count: 1

#	Designation	Information
	These are locations where the probability of flooding from rivers and the sea is highest (greater than 1% or 1 in 100 for	

In this example of a site report, the key physical and planning characteristics for this site are:

- Wicklow Town Coastal Cell
- Landscape Category: Urban Area
- Wicklow-Rathnew settlement
- Zoned land:
  - Existing Residential
  - Town Centre
  - Natural Areas
- Flood Zone

The report provides information on each of these characteristics and refers you to further information about them.



Area of Site | Total count: 1

#	Intersected Area (m²)
1	174,305.28

Coastal Cells | Total count: 1

#	Coastal Cell Description	Designation	Information
1	The Murrough	These lands have been identified as being located in a 'coastal cell' where specific objectives apply in order to protect their special environmental characteristics. These objectives should be addressed in your submission.	More information

Landscape Categories | Total count: 1

#	Landscape Category	Designation	Information
1	AREAS OF OUTSTANDING NATURAL BEAUTY (AONB)	These are the landscape areas in the County of the highest vulnerability and sensitivity to development. This designation should be addressed in your submission.	More information

National Inventory of Architectural Heritage (NIAH) | Total count: 1

#	NAME	Designation	Information
1	Broadlough House (Tinakelly Lower House)	It is an objective of the Wicklow County Development Plan to protect such structures and their curtilages from inappropriate development that may damage the structure, its character, appearance or setting. If such a feature is present on your site, this should be addressed in your submission.	More information

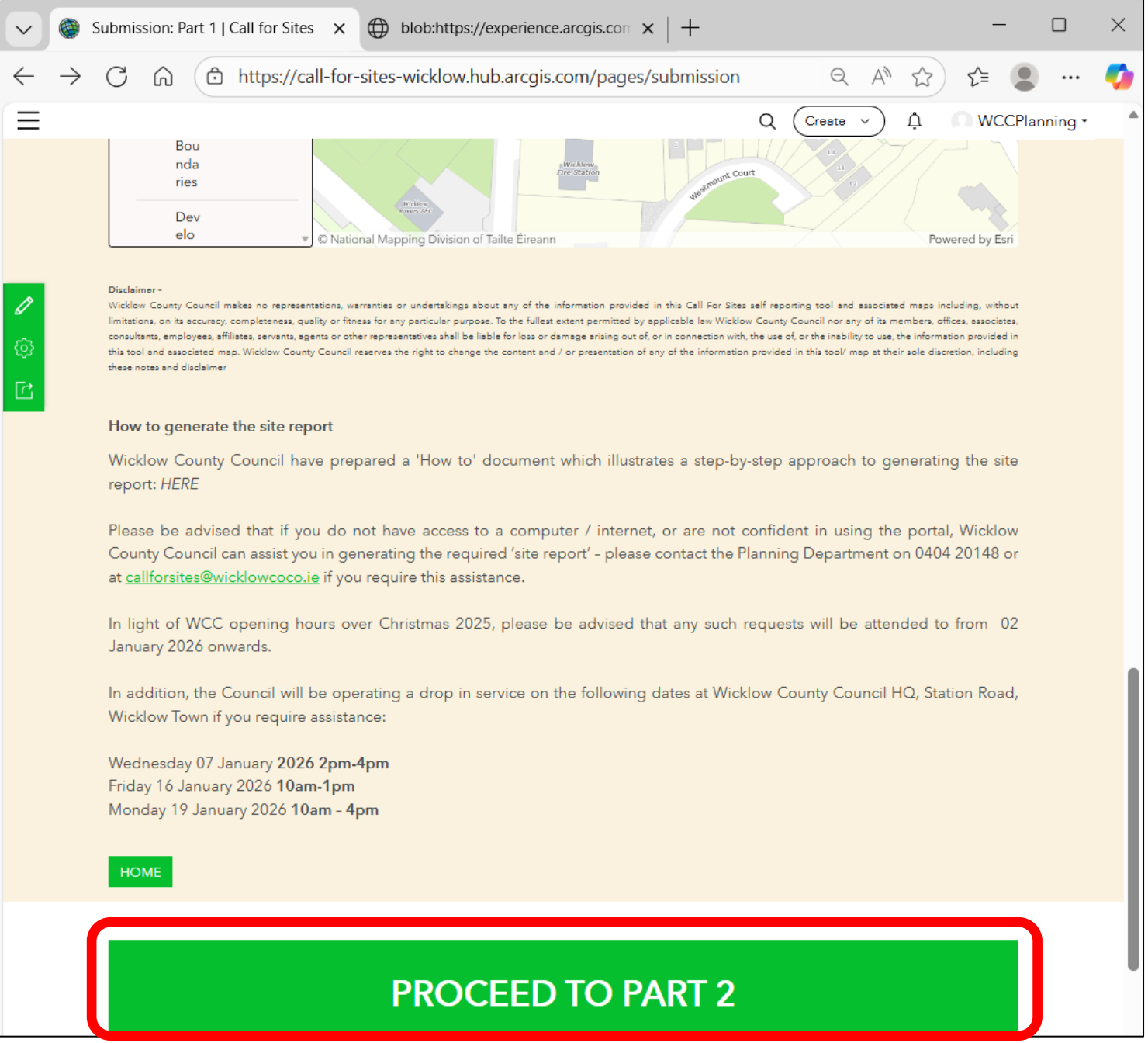
Wicklow County Record of Protected Structures (RPS) | Total count: 1

#	Building_Address	Structure	Designation	Information
			It is an objective of the Wicklow County Development	

You will need to save the report.

To do so press the 'Print' button.

This step may vary depending on which internet browser you are using. This example uses Microsoft Edge.



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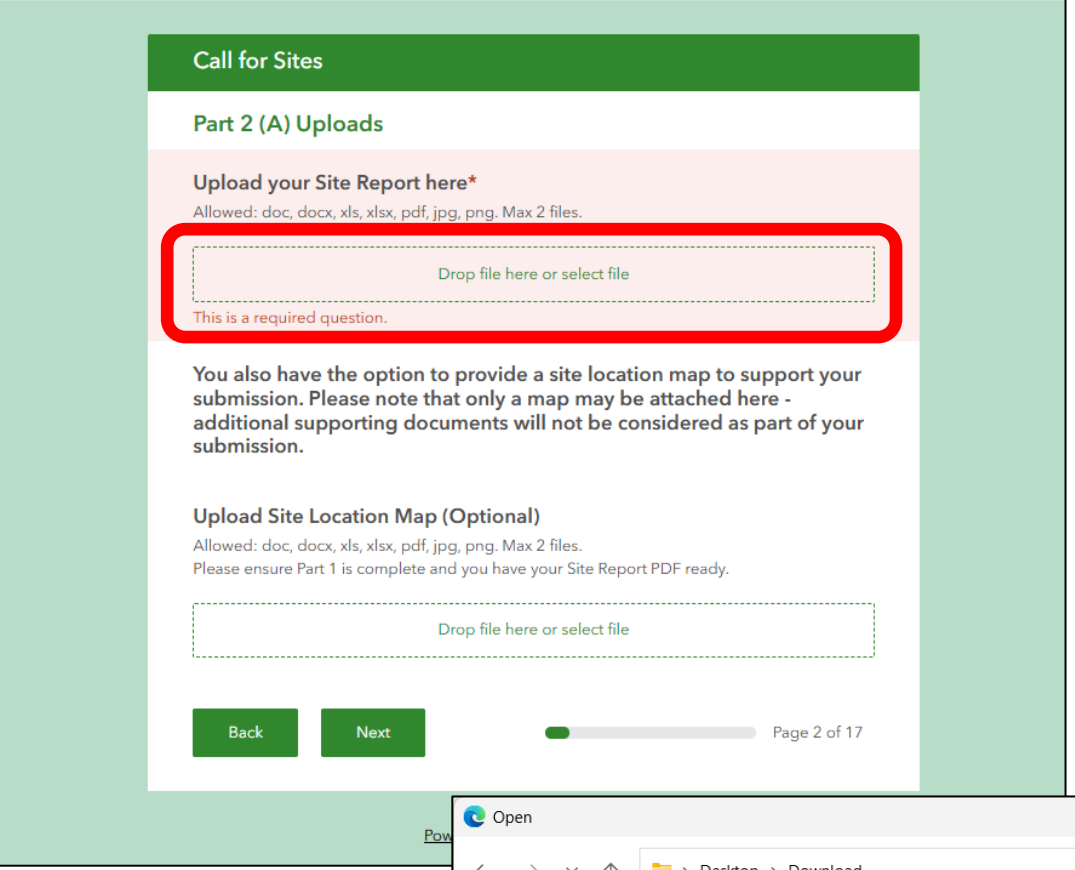
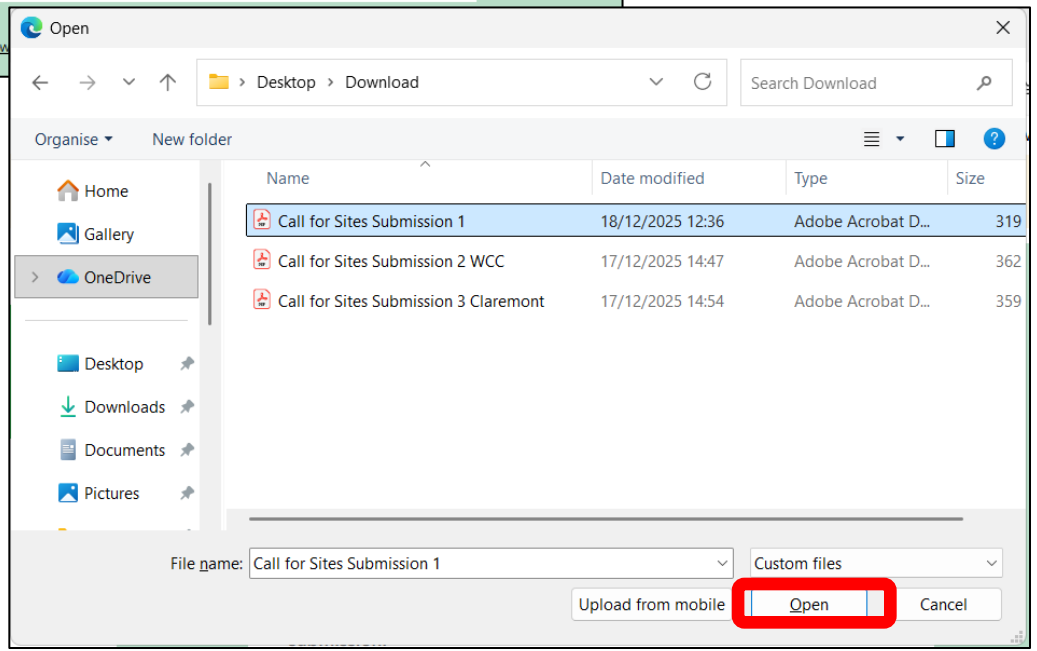
Once the report is saved, you can either:

- Proceed to submit it via the online consultation portal along with the Part 2 Questionnaire; or
- Print out the report and post it along with a printed copy of your completed Part 2 Call For Sites Questionnaire.

To submit it via the consultation portal, scroll down the web page and select '**Proceed to Part 2**'.



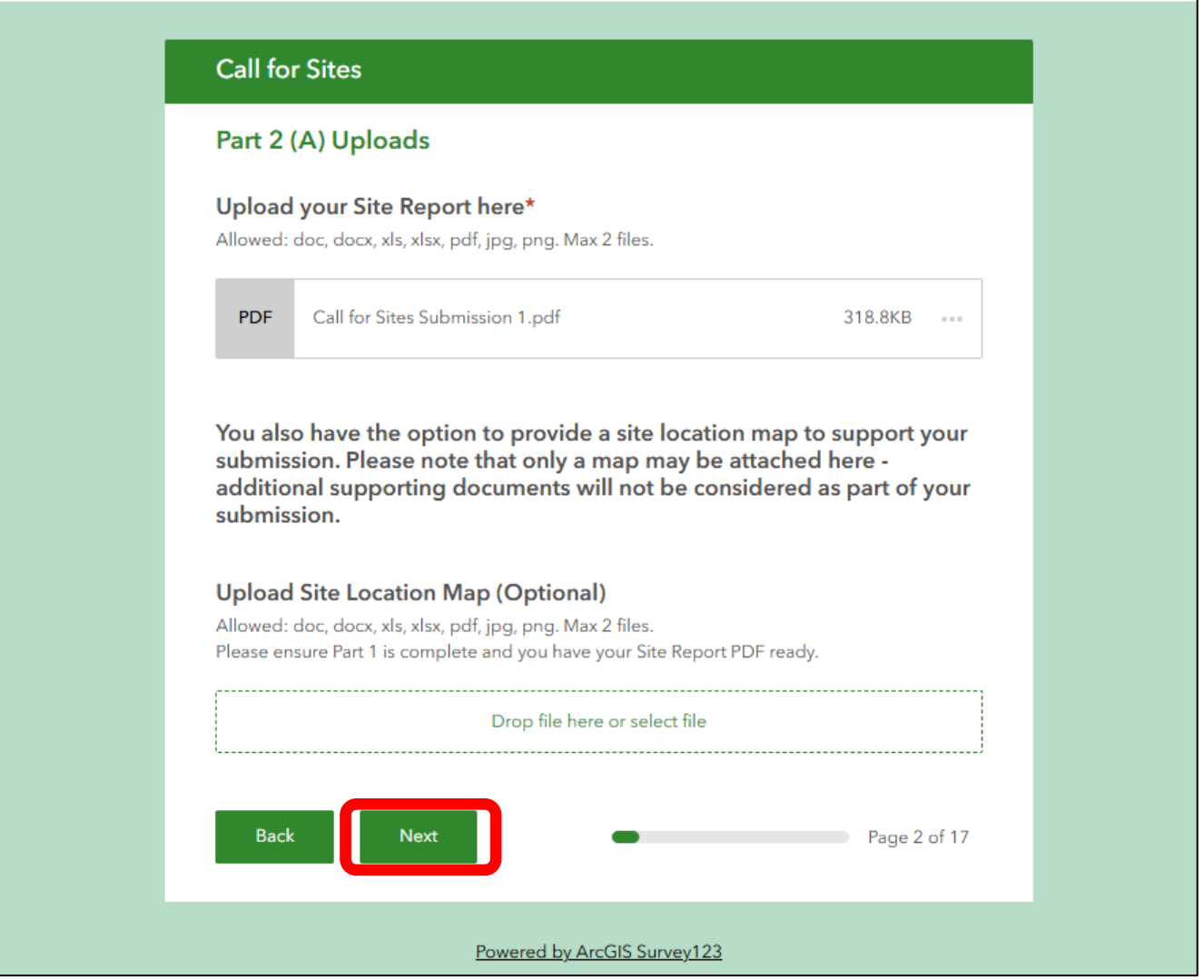


The next page contains the Part 2 Call For Sites Questionnaire.

Scroll down the page and you will see a box. The contains the first step in completing your questionnaire – uploading your site report.

1. Select the box highlighted.
   - This will open a new box allowing you to upload your site report.

2. Once selected press '**Open**'.



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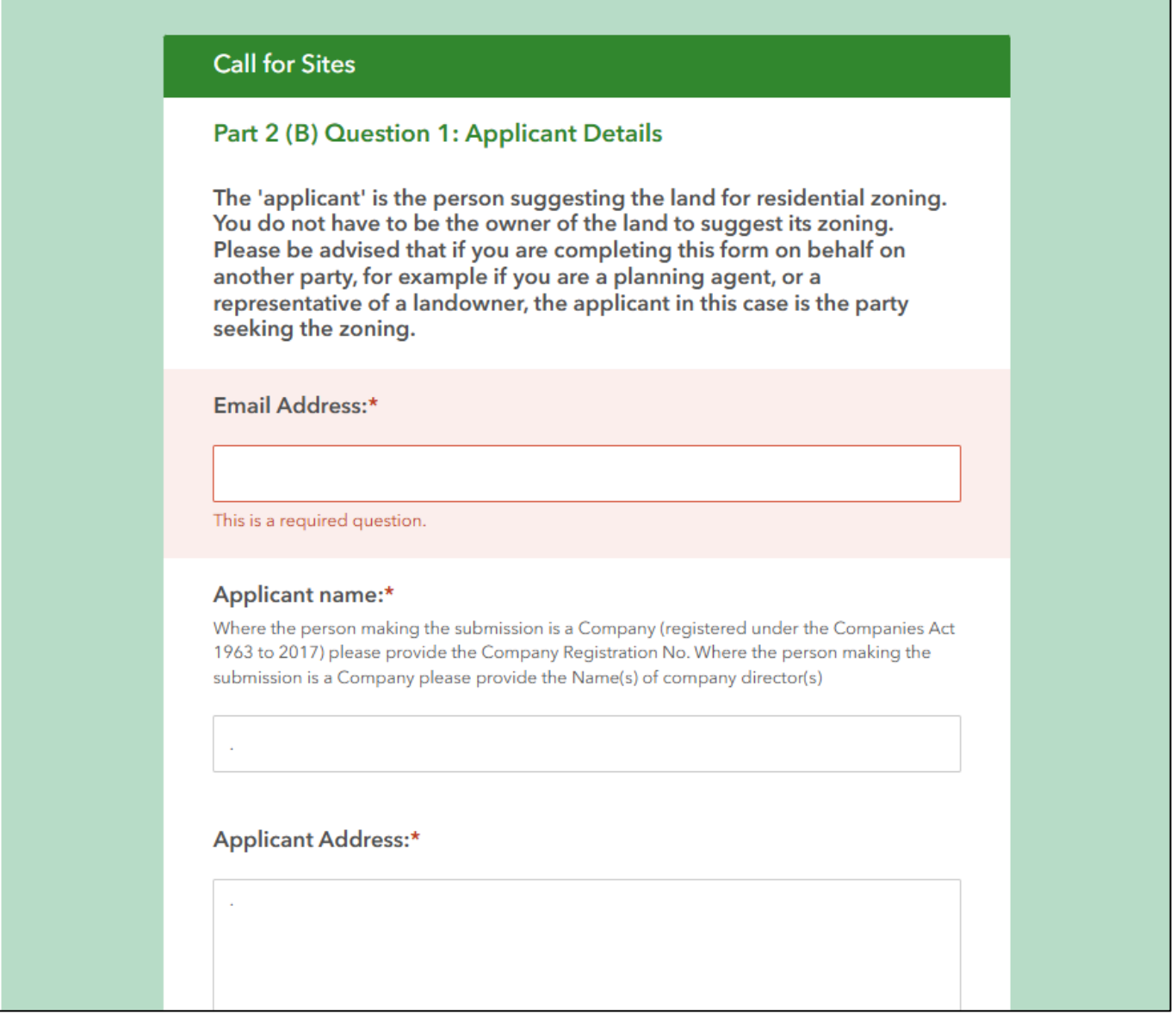
The site will then be uploaded to the portal.

You also have the option to upload a Site Location Map on the second box on screen.

Please note that no other supporting documents or reports will be accepted as part of your submission.

Once you are happy with your uploaded documents, press '**Next**'.



Please follow the instructions provided on this webpage to complete the questionnaire.

This will take you onto the Part 2 Call For Sites Questionnaire.

There are 17 pages of questions. **All** questions are to be answered.

Please note that there is no ability to save your answers and return to them later – you must complete the questionnaire in one sitting.

A PDF copy of the questionnaire can be downloaded from the consultation portal. We recommend that you review it and prepare your answers in advance.

At the end of the questionnaire you will be asked to read a number of declarations and confirm your understanding of them, before finalising and making your submission.

B: Reviewing the site's physical & planning characteristics

When you generate your site report you may find that there are physical and planning characteristics within the site boundary that may impact on its suitability for residential development. There may also be sensitive characteristics outside of the site boundary that could still be unacceptably impacted by a development.

In this case, you may want to amend your site boundaries.

The following pages will show you how to see these different characteristics on the map and how to amend your site boundaries accordingly.

Please note that the Call for Sites self reporting tool identifies key physical and planning characteristics of the land. There may be other relevant features that may affect development of your site – these will be considered as part of a more detailed evaluation in due course. However, please any include relevant considerations in your response to the Part 2 questionnaire.

Special Areas of Conservation (SAC) | Total count: 1

#	Site Name	Designation	Information
1	The Murrough Wetlands SAC	Projects giving rise to adverse effects on the integrity of SAC / cSAC sites (cumulatively, directly or indirectly) arising from their size or scale, land take, proximity, resource requirements, emissions (disposal to land, water or air), transportation requirements, duration of construction, operation, decommissioning or from any other effects are normally not permitted. If all or part of your site is located in one of these sites, residential zoning is very unlikely to be possible.	More information

Proposed Natural Heritage Areas (pNHA) | Total count: 1

#	Site Name	Designation	Information
1	The Murrough	Projects giving rise to adverse effects NHA / pNHA sites are normally not permitted. If all or part of your site is located in one of these sites, residential zoning is very unlikely to be possible.	More information

Special Protection Areas (SPA) | Total count: 1

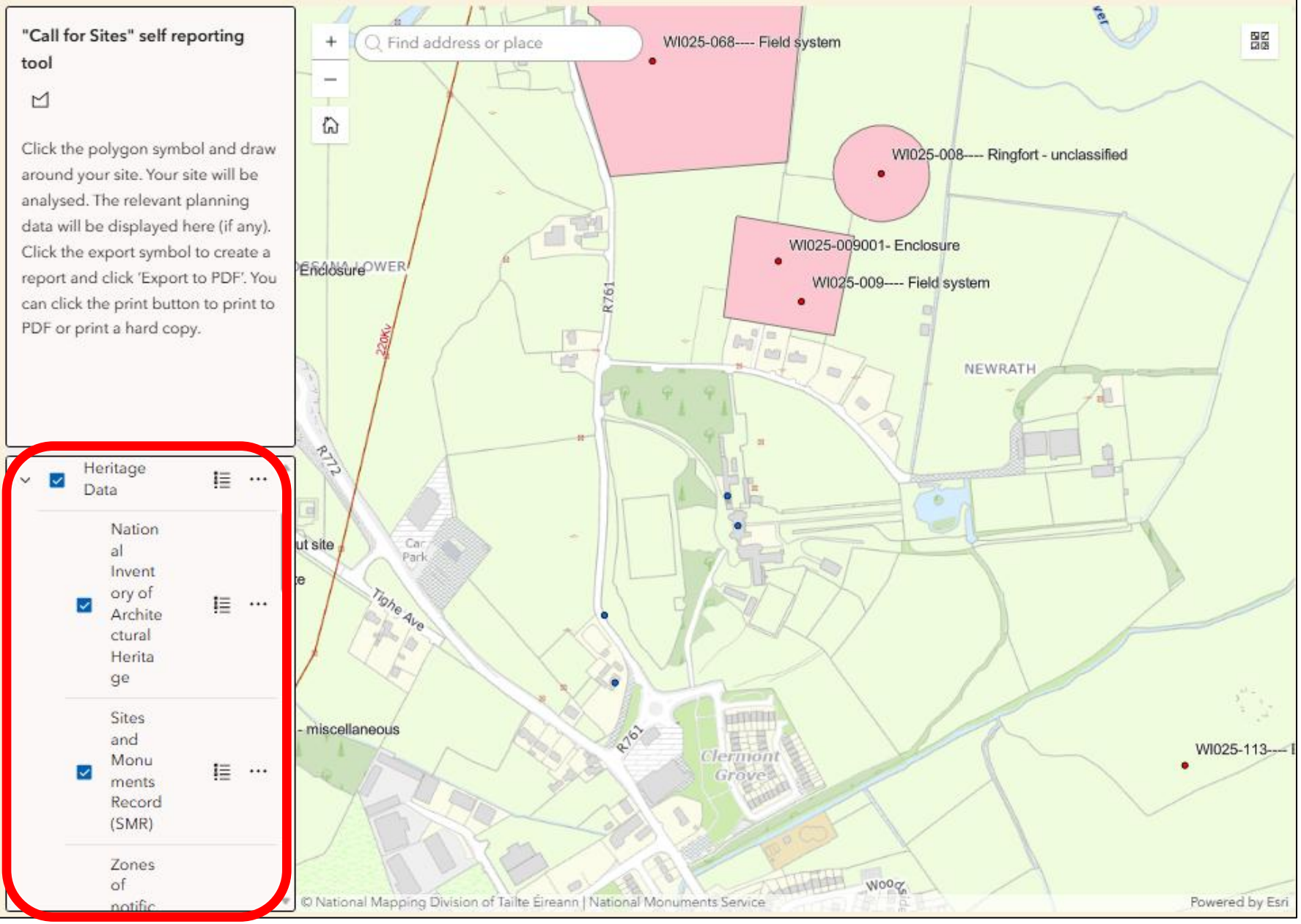
#	Site Name	Designation	Information
1	The Murrough SPA	Projects giving rise to adverse effects on the integrity of SPA / cSPA sites (cumulatively, directly or indirectly) arising from their size or scale, land take, proximity, resource requirements, emissions (disposal to land, water or air), transportation requirements, duration of construction, operation, decommissioning or from any other effects are normally not permitted. If all or part of your site is located in one of these sites, residential zoning is very unlikely to be possible.	More information

This image shows an extract of a report with examples of three sensitive designations:

- Special Area of Conservation
- Proposed Natural Heritage Area
- Special Protection Area

The report provides further information on each of these characteristics and notes for each that *'residential zoning is very unlikely to be possible'*.

In this case you may wish to not proceed with a submission for this site or to redraw the site boundary to avoid any sensitive characteristics.

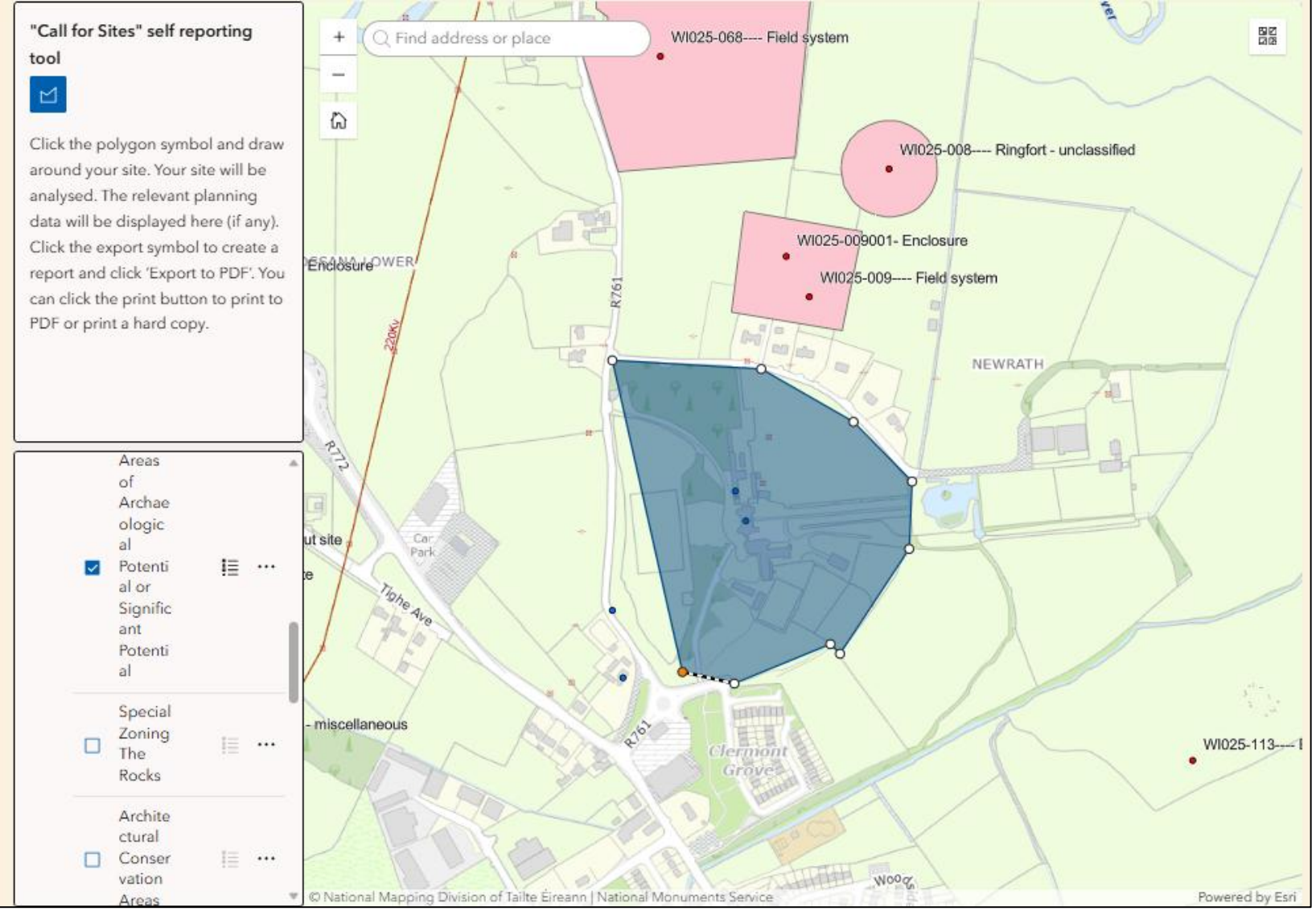


You can review the key physical and planning characteristic features in advance of drawing your map boundary.

In this example we review WCC's land at Clermont, Rathnew.

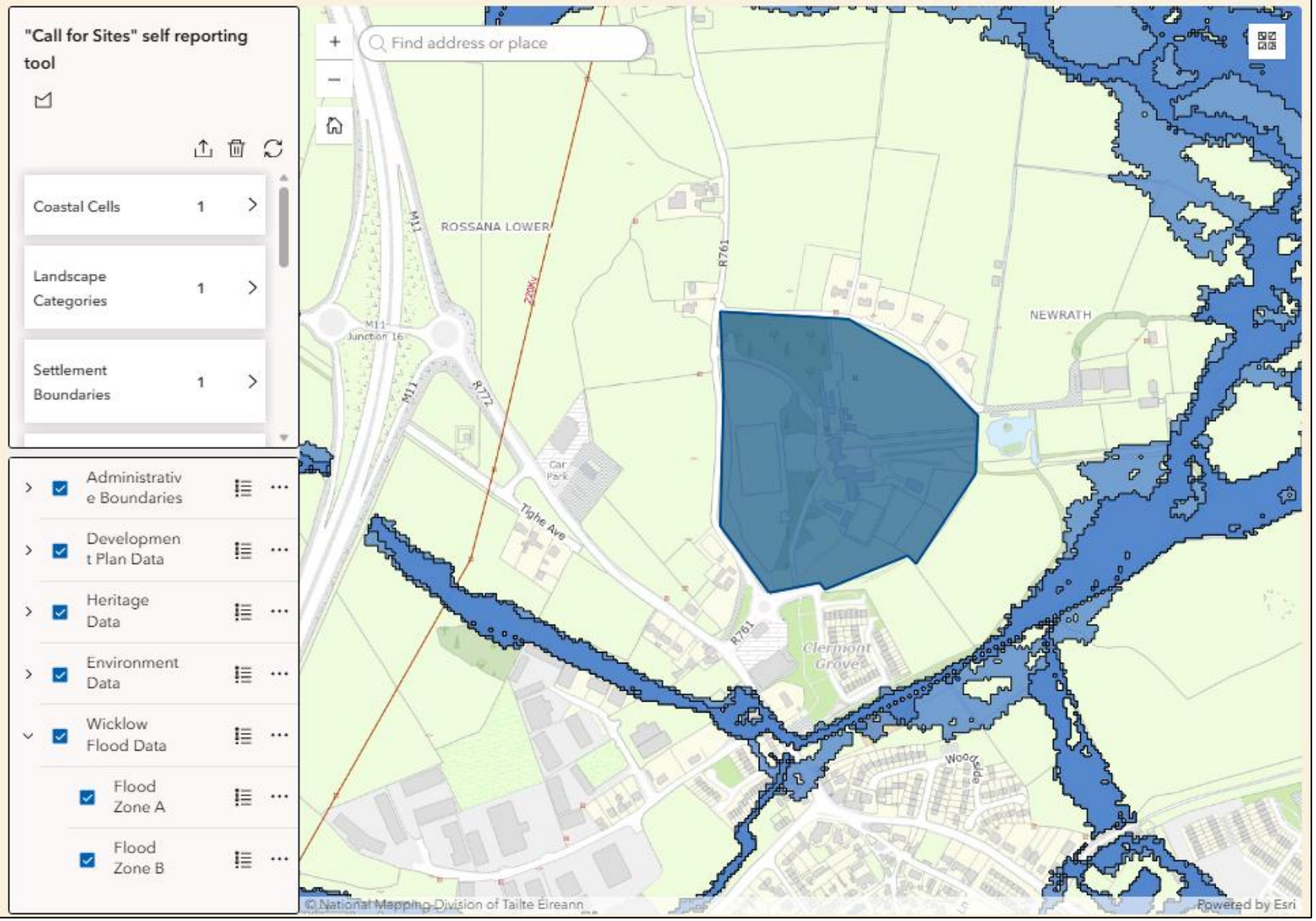
There are several heritage assets in this area. We can review these characteristics in advance by checking the boxes under the 'Heritage Data' drop down options.

The map then shows these characteristics as map features.



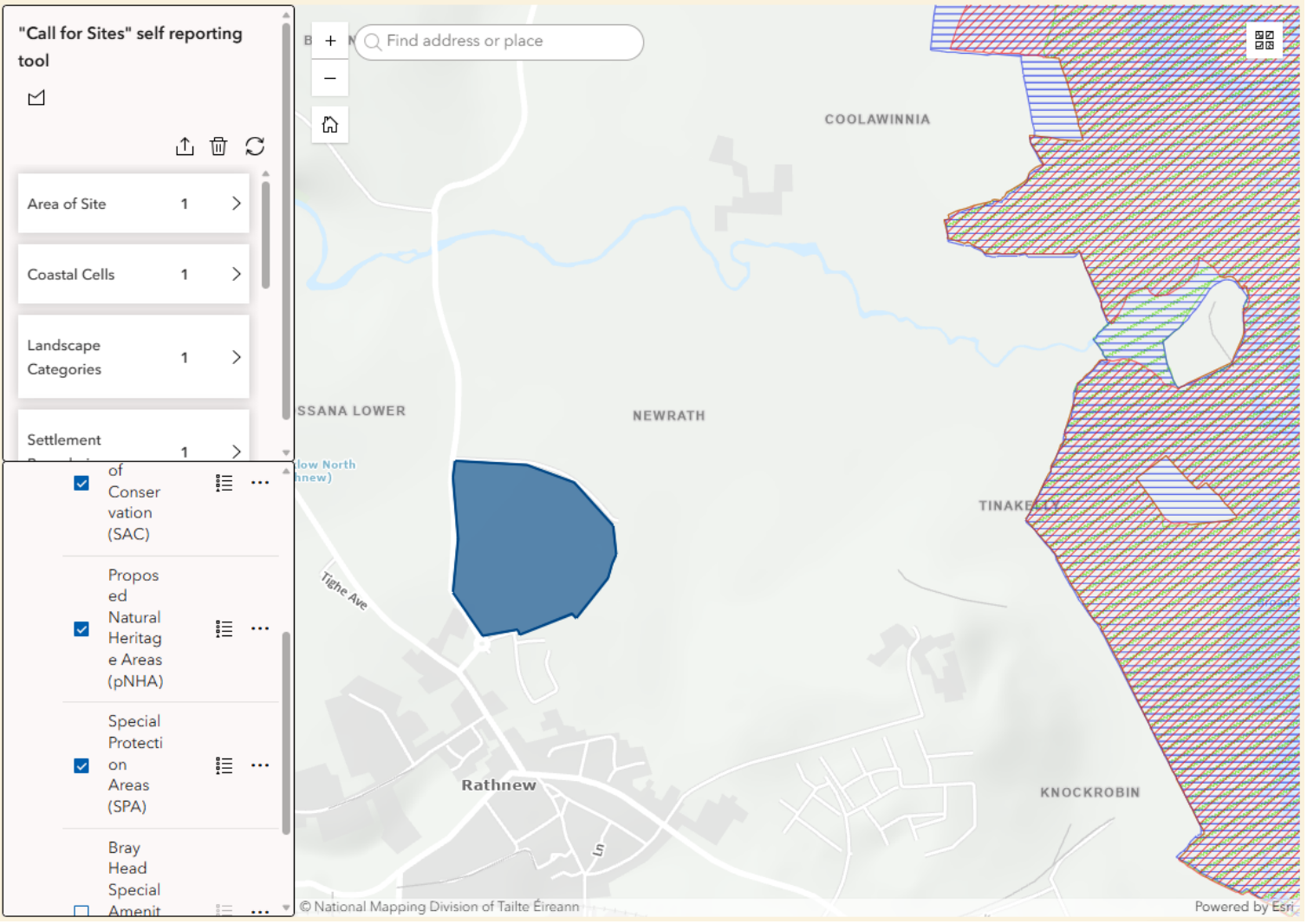
The site boundary can then be drawn with these characteristics in mind.

Again, in the Call for Sites Questionnaire (Part 2) you will need to provide a brief response outlining how you think residential development could appropriately come forward having regard to these characteristics.



Similarly, you can check for other characteristics, such as flood zones.

In this case, the site boundary is not in a flood zone area.



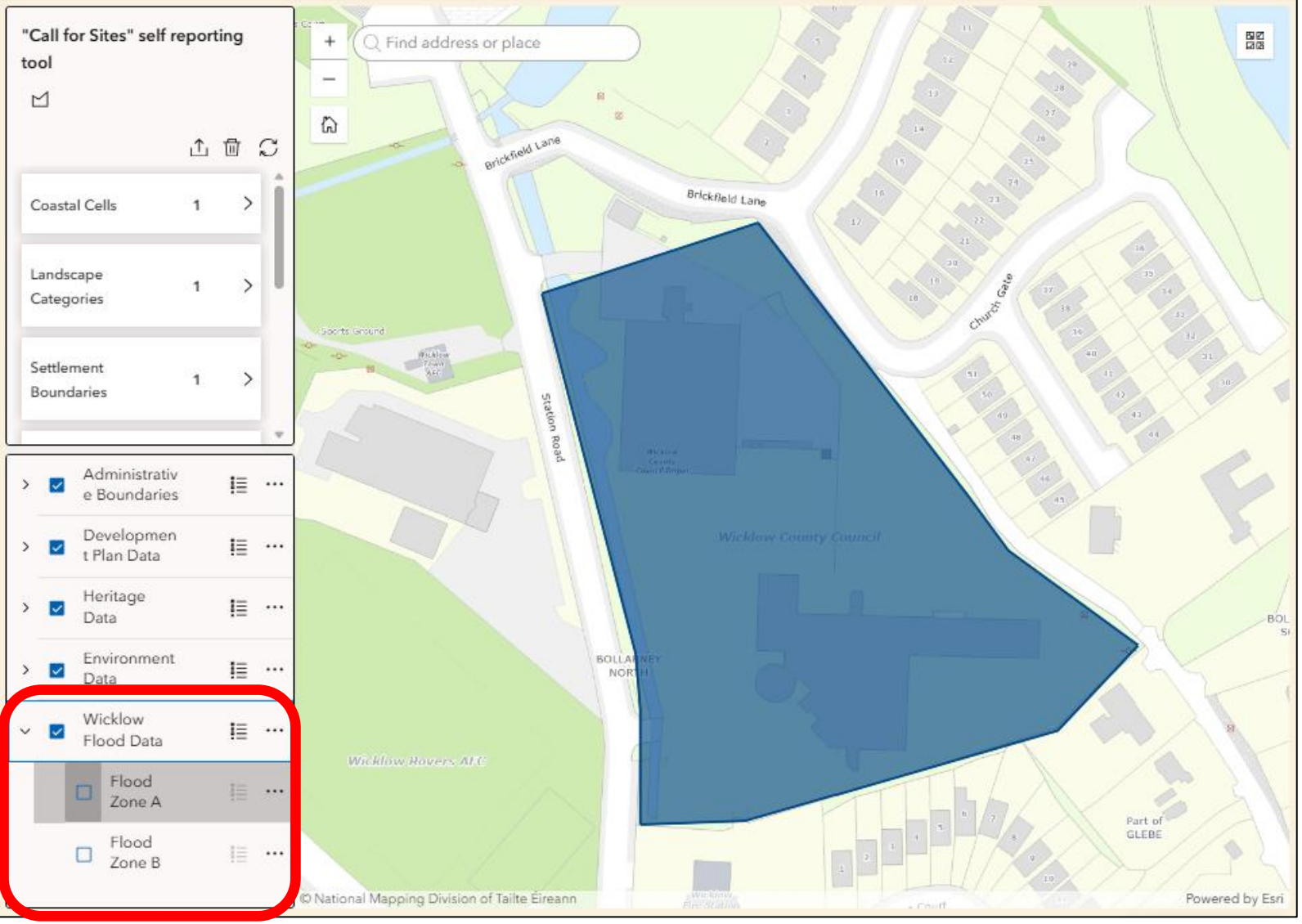
You can also check for other sensitive characteristics.

In this case we have turned on the Special Area of Conservation and, Special Protection Area (SPA) features to see whether they are in proximity to the site.

By zooming out on the map we can see they are further away.

However, not being in the immediate vicinity of a sensitive characteristic does not mean that a development will be acceptable. For example, developments upstream of a SPA can still cause unacceptable impacts.

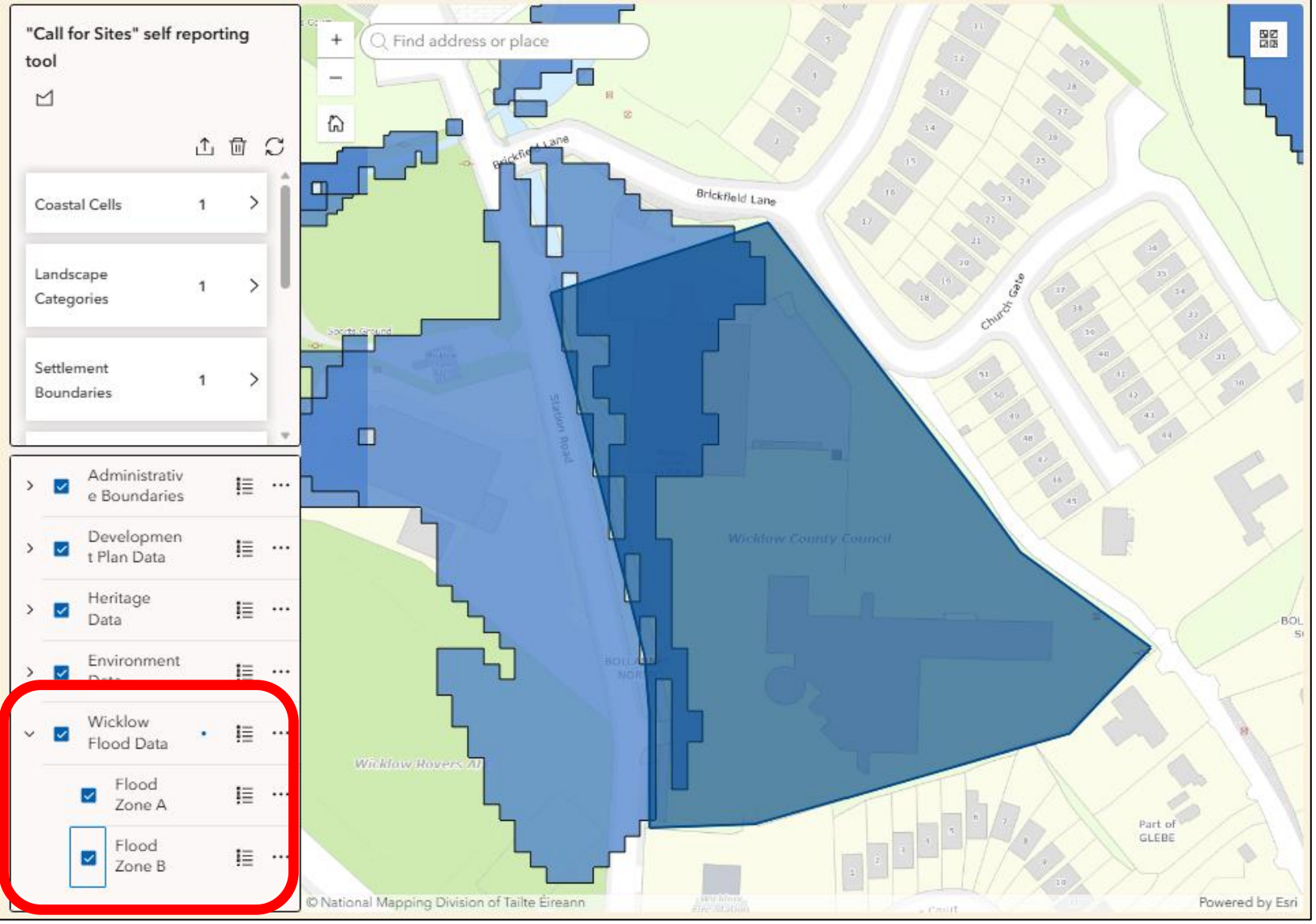
Therefore, such potential impacts will need to be considered as part of the further review of any potential land use zonings.



In the example of Wicklow County Council's offices the site report stated that the boundary includes areas of Flood Zone A and Flood Zone B, areas where residential zoning is very unlikely to be possible.

You can display these characteristics on the map by selecting the 'Wicklow Flood Data' drop down box and selecting the resulting boxes.

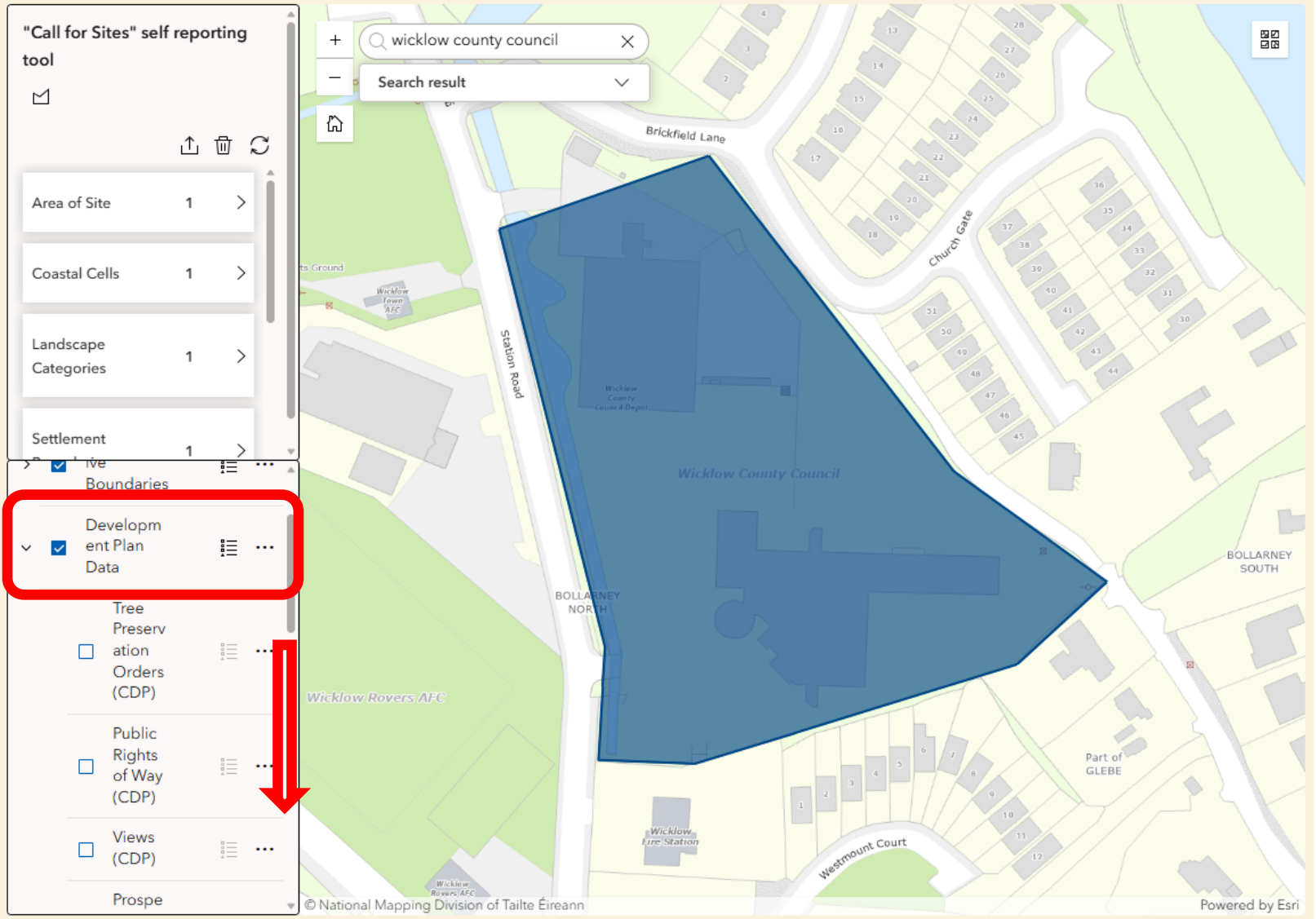
Doing so will 'turn on' the Flood Zone features.



You can now see the flood zone areas along with your site outline.

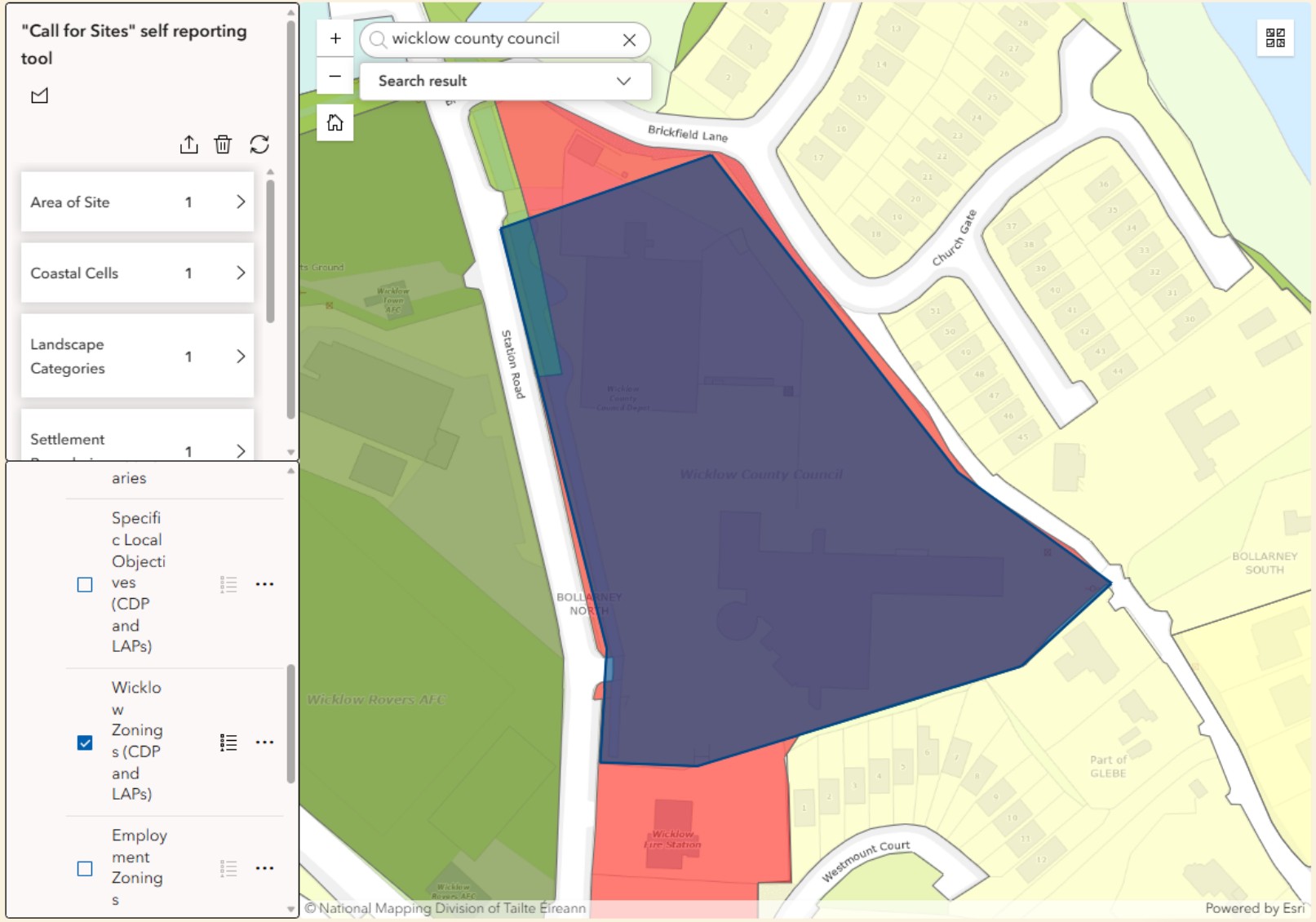
The flood zone covers only part of the site.

By clicking on the map feature information on this characteristic will appear.



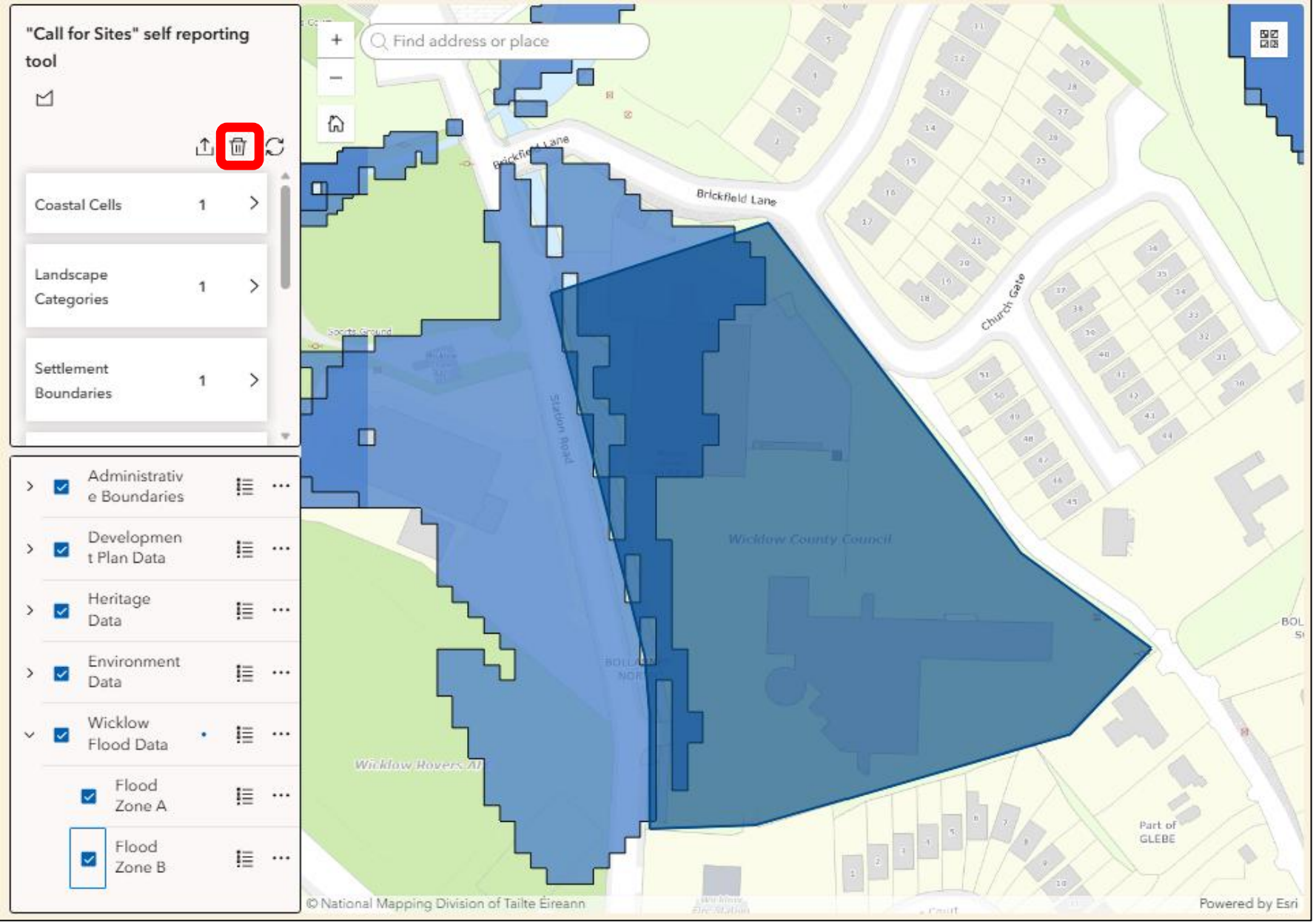
This site report also included land use zonings.

To see these features, select the 'Development Plan Data' dropdown box and scroll until you reach 'Wicklow Zonings (CDPs and LAPs).



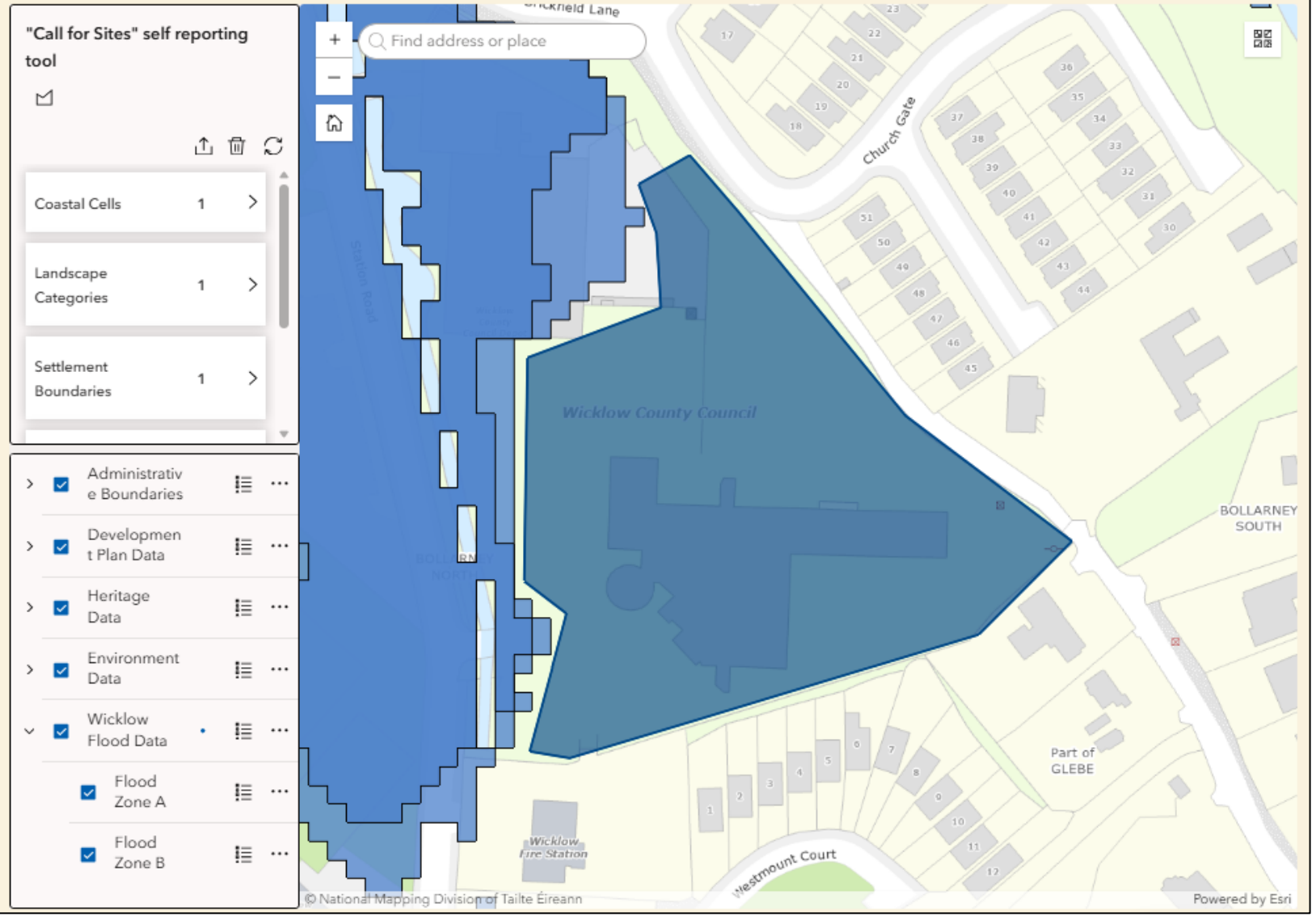
You can now see the different land use zonings along with your site outline.

You can click on the different coloured zones/areas of the map for details of these zonings.



In the case of the flood zones, you may wish to redraw your site boundary.

To do so, click the 🗑 button on the top left hand side of the map and you can redraw your boundary.



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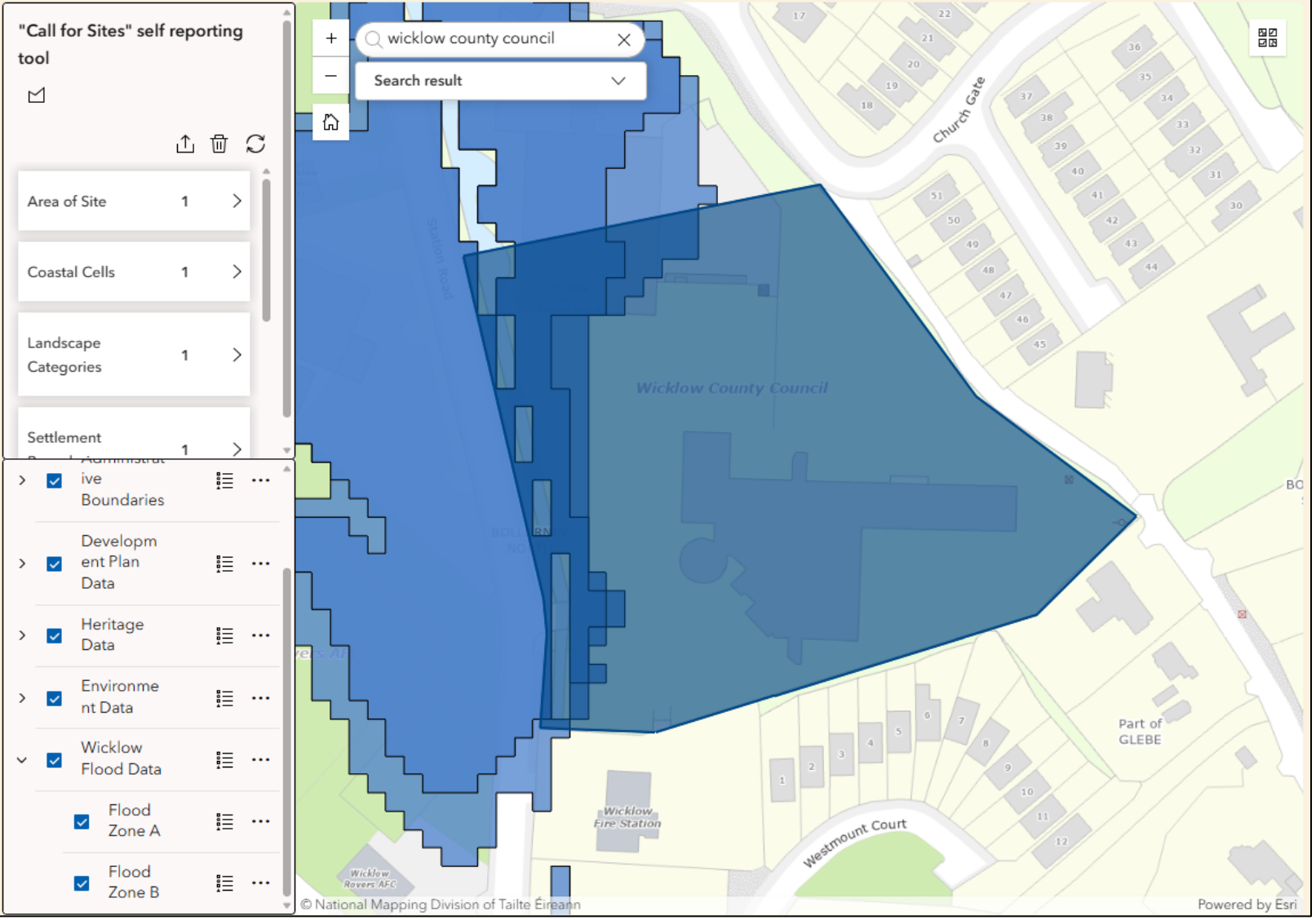
You could redraw your boundary to entirely avoid the flood zone; however, in this case, the site would not have access to Station Road, which would mean that it could not be accessed or serviced.



Therefore, in this case you would choose to either not proceed with your submission for this site **or** to amend the boundary to include access from the road, including an area of flood zone.

Please note that in the Call for Sites Questionnaire (Part 2) you will need to provide a brief response outlining how you think residential development could appropriately come forward having regard to this issue.

Thank you for using this guide.

If you require assistance with using the Map Portal, do not have access to a computer / internet, or are not confident in using the portal, Wicklow County Council can assist you in generating the required 'site report' – please contact the Planning Department on **0404 20148** or at **callforsites@wicklowcoco.ie** if you require this assistance.

In addition, the Council will be operating a **drop in service** on the following dates at Wicklow County Council, County Buildings, Station Road, Wicklow Town if you require assistance:

Wednesday 07 January 2026 **2pm-4pm**
Friday 16 January 2026 **10am-1pm**
Monday 19 January 2026 **10am – 4pm**