



Comhairle Contae Chill Mhantáin
Wicklow County Council

Pleanáil, Forbairt Eacnamaíochta agus Tuaithe
Planning, Economic and Rural Development

Áras An Chontae / County Buildings
Cill Mhantáin / Wicklow
Guthán / Tel (0404) 20148
Faics / Fax (0404) 69462
Rphost / Email plandev@wicklowco.ie
Suíomh / Website www.wicklow.ie

Ciarán Banahan
Banahan Surveyors
14 Seagreen Avenue
Greystones
Co. Wicklow
A63 AX50

13th Of April 2026

RE: Declaration in accordance with Section 5 of the Planning & Development Acts
2000 (As Amended) -EX46/2026 for Irish Girl Guides Trust CLG

A Chara,

I enclose herewith Declaration in accordance with Article 5 (2) (A) of the Planning &
Development Act 2000.

Where a Declaration is used under this Section any person issued with a Declaration under
subsection (2) (a) may, on payment to An Coimisiún Pleanála of such fee as may be
prescribed, refer a declaration for review by the Coimisiún within four weeks of the date of
the issuing of the declaration by the Local Authority.

Is mise, le meas,


ADMINISTRATIVE OFFICER
PLANNING DEVELOPMENT & ENVIRONMENT.





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DECLARATION IN ACCORDANCE WITH ARTICLE 5 (2) (A) OF THE PLANNING & DEVELOPMENT ACT 2000 AS AMENDED

Applicant: Irish Girl Guides Trust CLG

Location: Irish Girl Guides, National Memorial Cottage, Enniskerry, Co. Wicklow

Reference Number: EX 46/2026

CHIEF EXECUTIVE ORDER NO. CE/PERD/2026/417

A question has arisen as to whether “(i) external works to the National Memorial Cottage, (ii) internal works to the National Memorial Cottage, (iii) external paving renewal, (iv) works to existing ancillary shed” at Irish Girl Guides, National Memorial Cottage, Enniskerry, Co. Wicklow is or is not exempted development.

Having regard to:

- a) The details submitted with the Section 5 Declaration Application
- b) Sections 2, 3 and 4, of the Planning and Development Act 2000 (as amended)

Main Reasons with respect to Section 5 Declaration:

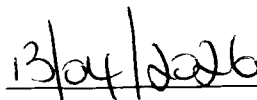
- (i) The repair of the roof and internal upgrades to the National Memorial Cottage, external paving renewal and upgrade of the existing ancillary shed are operations of repair and renewal and would therefore come within the definition of works and is therefore development having regard to the definitions set out in Section 2 and Section 3(a) of the Planning and Development Act 2000 (as amended)
- (ii) External and internal works to the National Memorial Cottage, external paving renewal, and works to the existing ancillary shed would be exempted development having regard to the provisions of Section 4(1)(h) of the Planning and Development Act 2000 (as amended), as the works either affect only the interior of the structure or do not materially affect the external appearance of the structure so as to render the appearance inconsistent with the character of the structure or of neighbouring structures;

The Planning Authority considers that “(i) external works to the National Memorial Cottage, (ii) internal works to the National Memorial Cottage, (iii) external paving renewal, (iv) works to existing ancillary shed” at Irish Girl Guides, National Memorial Cottage, Enniskerry, Co. Wicklow is development and IS exempted development.

Signed:


ADMINISTRATIVE OFFICER
PLANNING DEVELOPMENT & ENVIRONMENT

Date:





WICKLOW COUNTY COUNCIL

PLANNING & DEVELOPMENT ACTS 2000 (As Amended)
SECTION 5

CHIEF EXECUTIVE ORDER NO. CE/PERD/2026/417

Reference Number: EX 46/2026

Name of Applicant: Irish Girl Guides Trust CLG

Nature of Application: Section 5 Referral as to whether "(i) external works to the National Memorial Cottage, (ii) internal works to the National Memorial Cottage, (iii) external paving renewal, (iv) works to existing ancillary shed" is or is not development and is or is not exempted development.

Location of Subject Site: Irish Girl Guides, National Memorial Cottage, Enniskerry, Co. Wicklow

Report from: Michael Woods O'Rourke, AP, Edel Bermingham, T/SP

With respect to the query under Section 5 of the Planning & Development Act 2000 as to whether "(i) external works to the National Memorial Cottage, (ii) internal works to the National Memorial Cottage, (iii) external paving renewal, (iv) works to existing ancillary shed" at Irish Girl Guides, National Memorial Cottage, Enniskerry, Co. Wicklow is or is not exempted development within the meaning of the Planning & Development Act 2000 (as amended)

Having regard to:

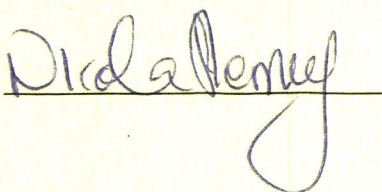
- a) The details submitted with the Section 5 Declaration Application
- b) Sections 2, 3 and 4, of the Planning and Development Act 2000 (as amended)

Main Reasons with respect to Section 5 Declaration:

- (i) The repair of the roof and internal upgrades to the National Memorial Cottage, external paving renewal and upgrade of the existing ancillary shed are operations of repair and renewal and would therefore come within the definition of works and is therefore development having regard to the definitions set out in Section 2 and Section 3(a) of the Planning and Development Act 2000 (as amended)
- (ii) External and internal works to the National Memorial Cottage, external paving renewal, and works to the existing ancillary shed would be exempted development having regard to the provisions of Section 4(1)(h) of the Planning and Development Act 2000 (as amended), as the works either affect only the interior of the structure or do not materially affect the external appearance of the structure so as to render the appearance inconsistent with the character of the structure or of neighbouring structures;

Recommendation

The Planning Authority considers that "(i) external works to the National Memorial Cottage, (ii) internal works to the National Memorial Cottage, (iii) external paving renewal, (iv) works to existing ancillary shed" at Irish Girl Guides, National Memorial Cottage, Enniskerry, Co. Wicklow is development and is exempted development as recommended in the planning reports.

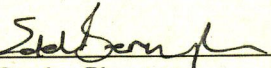
Signed: 

Date: 

ORDER:

I HEREBY DECLARE:

THAT "(i) external works to the National Memorial Cottage, (ii) internal works to the National Memorial Cottage, (iii) external paving renewal, (iv) works to existing ancillary shed" at Irish Girl Guides, National Memorial Cottage, Enniskerry, Co. Wicklow is **development and is exempted** development within the meaning of the Planning & Development Acts 2000 (as amended).

Signed: 
T/Senior Planner
Planning, Economic & Rural Development

Date: 13/4/2026



**WICKLOW COUNTY COUNCIL
PLANNING DEPARTMENT**

Section 5 – Application for declaration of Exemption Certificate

TO: Edel Bermingham SP
FROM: Michael Woods O'Rourke AP
REF: EX 46/2026
DECISION DUE DATE: 28/04/2026
APPLICANT: IRISH GIRL GUIDES TRUST CLG
DEVELOPMENT: EXTERNAL/INTERNAL WORKS TO NATIONAL MEMORIAL COTTAGE,
EXTERNAL PAVING RENEWAL & WORKS TO EXISTING ANCILLARY SHED
LOCATION: IRISH GIRL GUIDES, NATIONAL MEMORIAL COTTAGE, ENNISKERRY, CO.
WICKLOW A98 W660

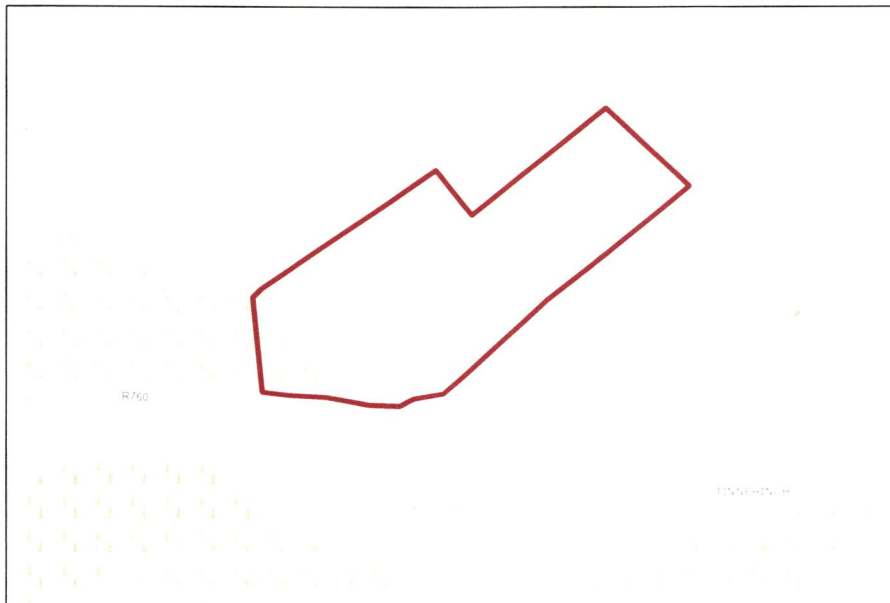


Figure 1: Site Location

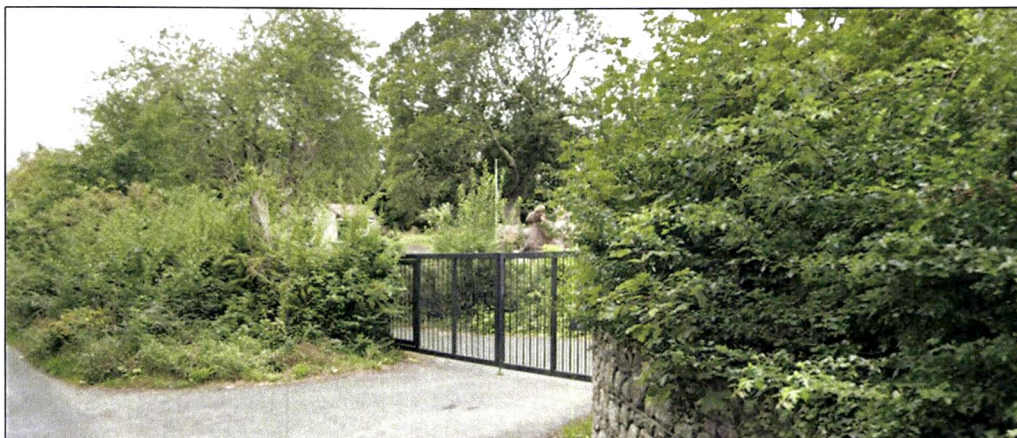


Figure 2: View of National Memorial Cottage Site – overgrown with little visibility of structures from the R760 (Google Street View August 2025)

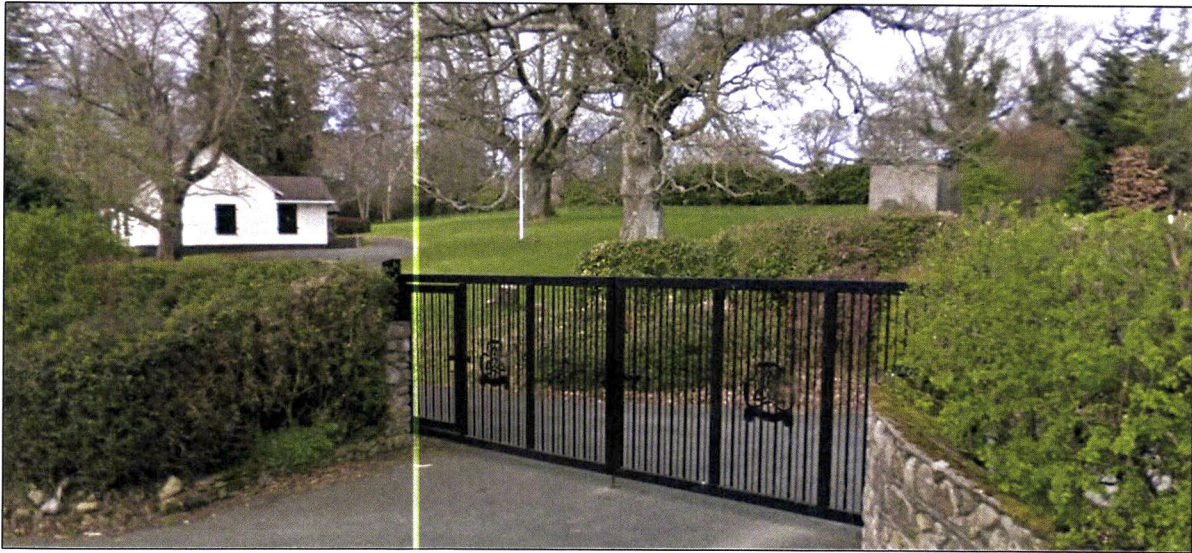


Figure 3: Previous View of National Memorial Cottage Site - with structures visible from the R760 (Google Street View March 2009)

Initial Exemption as per Section 5 Application

Whether or not:

1. External Works to the National Memorial Cottage
2. Internal Works to the National Memorial Cottage
3. External Paving Renewal
4. Works to Existing Ancillary Shed

At Irish Girl Guides, National Memorial Cottage, Tinnehinch, Enniskerry, Co. Wicklow A98 W660

constitute exempted development within the meaning of the Planning and Development Acts, 2000 (as amended).

Section 5 Application

The elements listed in the initial request encompass the proposals set out in the submitted documentation. Therefore, it is not considered necessary to re-word the section 5 query to include additional elements. Note that the initial query as submitted include a list of itemised proposals under the heading of each element 1 to 4 above. For brevity, these are not included in the query but will be addressed as part of the assessment of the above elements.

Relevant Planning History:

PRR 80/5138 – alterations and extension to National Girl Guides Cottage – final grant 18th July 1980 [consisted of a bedroom extension, kitchen extension, and updated sanitary facilities]

PRR 93/184 – Coach turning area & relocated entrance – final grant 8th June 1993.

EX 11/13 – The Planning Authority declared that:

- Minor internal alterations, including the removal of a partition wall and alterations to bathroom layouts, provision of new doors and flooring;
- Modifications to north and south elevations including a new door to the south-eastern elevation, relocation of a door on the north-western elevation and replacement of a door with a window on the north eastern elevations;
- All associate site development works

is development but is **exempted development**.

EX 58/2025 – The Planning Authority declared that:

- The redevelopment of carpark to include clearing and resurfacing in an eco-friendly manner
- is development and is **not** exempted development.

Relevant legislation:

Planning and Development Act 2000 (as amended)

"structure" means any building, structure, excavation, or other thing constructed or made on, in or under any land, or any part of a structure so defined, and—

(a) where the context so admits, includes the land on, in or under which the structure is situated, and

(b) in relation to a protected structure or proposed protected structure, includes—

(i) the interior of the structure,

(ii) the land lying within the curtilage of the structure,

(iii) any other structures lying within that curtilage and their interiors, and

(iv) all fixtures and features which form part of the interior or exterior of any structure or structures referred to in *subparagraph (i) or (iii)*;

"works" includes any act or operation of construction, excavation, demolition, extension, alteration, repair or renewal and, in relation to a protected structure or proposed protected structure, includes any act or operation involving the application or removal of plaster, paint, wallpaper, tiles or other material to or from the surfaces of the interior or exterior of a structure.

Section 3:

3.—

(1) In this Act, except where the context otherwise requires, "development" means—

(a) the carrying out of any works in, on, over or under land, or the making of any material change in the use of any land or structures situated on land, or

(b) development within the meaning of Part XXI (inserted by section 171 of the Maritime Area Planning Act 2021).

Section 4:

4.—

(1) The following shall be exempted developments for the purposes of this Act—

(h) development consisting of the carrying out of works for the maintenance, improvement or other alteration of any structure, being works which affect only the interior of the structure or which do not

materially affect the external appearance of the structure so as to render the appearance inconsistent with the character of the structure or of neighbouring structures;

3) A reference in this Act to exempted development shall be construed as a reference to development which is—

- (a) any of the developments specified in subsection (1), or
- (b) development which, having regard to any regulations under subsection (2), is exempted development for the purposes of this Act.

(4A) Notwithstanding subsection (4), the Minister may make regulations prescribing development or any class of development that is—

- (a) authorised, or required to be authorised by or under any statute (other than this Act) whether by means of a licence, consent, approval or otherwise, and
- (b) as respects which an environmental impact assessment or an appropriate assessment is required, to be exempted development.

Planning and Development Regulations 2001(as amended).

Article 6

(1) Subject to article 9, development of a class specified in column 1 of Part 1 of Schedule 2 shall be exempted development for the purposes of the Act, provided that such development complies with the conditions and limitations specified in column 2 of the said Part 1 opposite the mention of that class in the said column 1.

Article 9(1) Note see Regulations for full Article

Development to which article 6 relates shall not be exempted development for the purposes of the Act—

- (a) if the carrying out of such development would—
< See Regulations for List >

Schedule 2, Part 1

Class 13

The repair or improvement of any private street, road or way, being works carried out on land within the boundary of the street, road or way, and the construction of any private footpath or paving.

Conditions/Limitations

The width of any such private footpath or paving shall not exceed 3 metres.

Assessment

As identified above the query to be addressed is whether or not

1. External Works to the National Memorial Cottage
2. Internal Works to the National Memorial Cottage
3. External Paving Renewal
4. Works to Existing Ancillary Shed

At Irish Girl Guides, National Memorial Cottage, Tinnehinch, Enniskerry, Co. Wicklow A98 W660

constitute exempted development within the meaning of the Planning and Development Acts, 2000(as amended).

The subject site is located in the open countryside c. 60m southwest of the settlement of Enniskerry, in the townland of Powerscourt Demesne, and is accessed from the R760. The National Memorial Cottage is on a site slightly elevated above road level, with currently overgrown boundary hedging reducing visibility of the building from the road. It is an L-shaped bungalow constructed c. 1950 for use by the Irish Girl Guides, with a small shed to the north of the main structure.

The building is not listed on the Record of Protected Structures, nor is it located within an Architectural Conservation Area. EX 11/13 considered that the site was within the attendant grounds of Powerscourt Country House, a protected structure c. 1km to the west, however EX 58/2025 did not. Considering the small size of the site, substantially screened by tress/hedging and with a separate access, I consider the site outside the attendant grounds of the protected structure, consistent with the most recent previous Section 5 request. National Monument WI00289, a church, is c. 900m to the west, and National Monument WI00294, an enclosure, is c. 1km to the northeast. The site is outside the corresponding zones of notification.

Though the site is within the overall aspect of several views and prospects set out in the Wicklow County Development Plan 2022-2028 (e.g. View No. 7 – Great Sugarloaf from Cookstown Road), the well screened site is generally not considered to be visible. However, the site is clearly visible from a point towards the northern end of Prospect No. 4 – L1033, Rocky Valley Drive - *Prospect downhill from the road to the west, north and northeast towards Powerscourt, Enniskerry and Bray*. The site is located in the North Eastern Valley-Glenree Area of Outstanding Natural Beauty Landscape Category. The site is located in Flood Zone C.



Figure 4: The National Memorial Cottage (centre) clearly visible from a point along Prospect No. 4 as set out in the Wicklow County Development Plan 2022-2028. (Google Street View, August 2025).

Environmental Impact Assessment

Having regard to nature and scale of the development there is no real likelihood of significant effects on the environment arising from the proposed development. The need for environmental impact assessment can, therefore, be excluded at preliminary examination and a screening determination is not required.

Appropriate Assessment

The application site is located c. 900m south of Knocksink Wood SAC, however the site is in a separate valley from the European site such that a hydrological source-receptor pathway would not be likely. The land slopes downward to the south of the site, in the direction of the Darle River 300m distant, which theoretically could provide hydrological connectivity with nearby coastal European sites following discharge to the Irish Sea, e.g. Bray Head SAC. Considering that the proposed works would be taking place entirely within the curtilage of the site surrounded by hedging/trees, on the opposite side of the R760 from the Dargle River, and having regard to the nature and scale of the proposals, a source-receptor pathway is unlikely and it is not considered that the proposed development would give rise to any adverse impacts on the qualifying interests and conservation objectives of any European sites. Therefore, the proposed development would not necessitate the carrying out of an Appropriate Assessment in accordance with the requirements of Article 6(3) of the EU Habitats Directive.

It is necessary to consider in turn whether each element of this Section 5 request is or is not a) development and b) exempted development.

Element (1):

'External Works to the National Memorial Cottage'

The submitted documentation includes an itemised list of proposals in relation to this Element, as follows:

- I. Replacing damaged roof tiles and re-laying ridge tiles along the entire length of the roof.
 - II. Repairing flat roof sections and clearing all organic debris and leaves.
 - III. Re-installing the roof gutter on the west elevation (dining room side)
 - IV. Connecting the downpipe on the west elevation to ensure proper surface water drainage.
- (a) This element, including items I-IV above, would consist of acts of repair and renewal and would therefore constitute 'works' as defined under Section 2 of the Planning and Development Act 2000 (as amended). As the carrying out of works constitutes development under Section 3(1)(a) of the said Act, it is therefore considered that this element is development. Note that the clearing of organic debris and leaves mentioned as part of item II above is not considered to be works or development.
- (b) The relevant exemption in respect to this element is Section 4(1)(h) of the Planning and Development Act 2000 (as amended). This exemption requires that the works be for the maintenance, improvement or other alteration of any structure, and that the works affect only the interior of the structure or do not materially affect the external appearance of the structure so as to render the appearance inconsistent with the character of the structure or of neighbouring structures. The proposed works are to the exterior of the structure and appear to consist entirely of works of repair/renewal such as re-attachment of existing items or the replacement of broken items, i.e. there will be negligible visible impact on the exterior of the structure, satisfying the conditions of this exemption.

Element (2):

'Internal Works to the National Memorial Cottage'

The submitted documentation includes an itemised list of proposals in relation to this Element, as follows:

- I. The modernising of the existing kitchen facility involving the installation of a new sink, tap, and heat-resistant laminate counter-top with matching splashbacks and various storage base units.
 - II. Installation of mechanical extract ventilation in the WC, including the necessary wiring for an extractor fan and isolator switch.
 - III. Replacement of existing fire doors in two dormitories, including the fitting of appropriate hinges, and the installation of self-closing devices to meet modern safety standards.
- (a) This element, including items I-III above, would consist of acts of alteration and renewal and would therefore constitute 'works' as defined under Section 2 of the Planning and Development Act 2000 (as amended). As the carrying out of works constitutes development under Section 3(1)(a) of the said Act, it is therefore considered that this element is development.
- (b) The relevant exemption in respect to this element is Section 4(1)(h) of the Planning and Development Act 2000 (as amended). This exemption requires that the works be for the maintenance, improvement or other alteration of any structure, and that the works affect only the interior of the structure or do not materially affect the external appearance of the structure so as to render the appearance inconsistent with the character of the structure or of neighbouring structures. The proposed works are entirely to the interior of the structure for the purpose of alteration/improvement, satisfying the conditions of this exemption.

Element (3):

'External Paving Renewal'

The submitted documentation includes an itemised list of proposals in relation to this Element, as follows:

- I. Renewal of the tarmac access road to existing parking area by taking up and replacing defective tarmac like-for-like.
 - II. Renewal of the crushed stone with fines surface for the existing coach turning area to restore a safe and functional surface.
- (a) Item I of this element would consist of acts of excavation, construction, and renewal and would therefore constitute 'works' as defined under Section 2 of the Planning and Development Act 2000 (as amended).

Item II of this Element is stated as consisting of 'renewal', which is a term used in the definition of 'works' as defined under Section 2 of the Planning and Development Act 2000 (as amended). However, this term may be open to interpretation. For the avoidance of doubt, I consider that this item would involve the placing/deposition/laying of crushed stone onto an existing gravelled turning area. The resurfacing of this area was considered works under EX 58/2025, and the declaration of An Coimisiún Pleanála under Reg. Ref. 301484 may also be relevant. In that latter

declaration, it was considered that the excavation of lands and the laying of crushed stone and gravel was works/development. ACP in that instance considered that *'the infill of gravel material on site as proposed could reasonably be construed as "or other thing constructed or made on, in or under any land" as set out in the definition of "structure"'*. On this basis, the existing gravelled turning area would be considered a **structure**, and the laying of crushed stone therefore would consist of acts of alteration/renewal/repair of a **structure** and would therefore constitute 'works' as defined under Section 2 of the Planning and Development Act 2000 (as amended).

On the basis of the above, this element, including items I-II above, would consist of acts of excavation/construction/alteration/repair/renewal and would therefore constitute 'works' as defined under Section 2 of the Planning and Development Act 2000 (as amended). As the carrying out of works constitutes development under Section 3(1)(a) of the said Act, it is therefore considered that this element is development.

- (b) The relevant exemption in respect to this element is Section 4(1)(h) of the Planning and Development Act 2000 (as amended). This exemption requires that the works be for the maintenance, improvement or other alteration of any structure, and that the works affect only the interior of the structure or do not materially affect the external appearance of the structure so as to render the appearance inconsistent with the character of the structure or of neighbouring structures. The proposed works are entirely to maintain the structures as they currently appear, with like-for-like materials used in the replacement of tarmac/crushed stone, satisfying the conditions of this exemption. Class 13 of Part 1 of Schedule 2 of the Planning and Development Regulations 2001 (as amended) may also be relevant in this case, however, as the provision of Section 4(1)(h) are considered to apply it is not considered necessary to assess the limitations associated with these regulations.

Element (4):

'Works to Existing Ancillary Shed'

The submitted documentation includes an itemised list of proposals in relation to this Element, as follows:

- I. The internal erection of a new screen wall within the shed to provide fire separation between the log storage area and oil tank - Oil tank to be repositioned to suit.
 - II. The internal installation of cement board to the underside of the roof to prevent the premature spread of fire from the log storage area to the oil tank area. Additional cement board to be installed to the inside of the existing window opening to shield from fire progression from the log store.
 - III. External replacement of the existing decayed timber door with a new louvered door for the log store.
 - IV. The external creation of a new door opening in the side elevation wall of the shed, which is not visible from the public road, and the installation of a similar louvered door to facilitate safe access and ventilation. The opening will have an upstand wall internally for the purposes for the purposes of providing a sufficiently-sized bunded area in the case of an oil leak.
- (c) This element, including items I-III above, would consist of acts of alteration, renewal, demolition and construction and would therefore constitute 'works' as defined under Section 2 of the Planning and Development Act 2000 (as amended). As the carrying out of works constitutes development under Section 3(1)(a) of the said Act, it is therefore considered that this element is development.

- (d) The relevant exemption in respect to this element is Section 4(1)(h) of the Planning and Development Act 2000 (as amended). This exemption requires that the works be for the maintenance, improvement or other alteration of any structure, and that the works affect only the interior of the structure or do not materially affect the external appearance of the structure so as to render the appearance inconsistent with the character of the structure or of neighbouring structures. Those proposed works to the interior of the structure included in this Element, for the purpose of alteration/improvement, satisfy the conditions of this exemption. Those proposed works to the exterior of the structure consist of the replacement of a decayed door with a louvred door and the addition of a new doorway/louvred door to the west elevation. The shed is of block construction and utilitarian in character, with the new doorway not facing the public road. It is therefore considered that these works would not materially affect the external appearance of the structure, satisfying the condition of this exemption.

Recommendation:

With respect to the query under Section 5 of the Planning and Development Act 2000(as amended), as to whether or not:

1. External Works to the National Memorial Cottage
2. Internal Works to the National Memorial Cottage
3. External Paving Renewal
4. Works to Existing Ancillary Shed

At Irish Girl Guides, National Memorial Cottage, Tinnehinch, Enniskerry, Co. Wicklow A98 W660

constitute exempted development within the meaning of the Planning and Development Acts, 2000(as amended).

The Planning Authority consider that

1. External Works to the National Memorial Cottage **are** development and **are** exempted development.
2. Internal Works to the National Memorial Cottage **are** development and **are** exempted development.
3. External Paving Renewal **is** development and **is** exempted development.
4. Works to Existing Ancillary Shed **are** development and **are** exempted development.

Main Considerations with respect to Section 5 Declaration:

- a) The details submitted with the Section 5 Declaration Application
- b) Sections 2, 3 and 4, of the Planning and Development Act 2000 (as amended)
- c) ~~Article 6 and 9 of the Planning and Development Regulations 2001 (as amended).~~

Main Reasons with respect to Section 5 Declaration:

- (i) The repair of the roof and internal upgrades ~~External and internal works to the National Memorial Cottage, external paving renewal, and works to the~~ upgrade of the existing ancillary shed **are** operations of repair and renewal and would therefore come within the definition of works and is therefore development ~~works to structures and therefore development~~ having regard to the definitions set out in Section 2 and Section 3(a) of the Planning and Development Act 2000(as amended).

- (ii) External and internal works to the National Memorial Cottage, external paving renewal, and works to the existing ancillary shed would be exempted development having regard to the provisions of Section 4(1)(h) of the Planning and Development Act 2000 (as amended), as the works either affect only the interior of the structure or do not materially affect the external appearance of the structure so as to render the appearance inconsistent with the character of the structure or of neighbouring structures;

Michael Woods O'Rourke

Michael Woods O'Rourke AP
10/04/26

Seamus O'Rourke

Agreed 10/4/2026



Comhairle Contae Chill Mhantáin
Wicklow County Council

Pleanáil, Forbairt Eacnamaíochta agus Tuaithe
Planning, Economic and Rural Development

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MEMORANDUM

WICKLOW COUNTY COUNCIL

TO: Michael Woods O'Rourke
Assistant Planner

FROM: Nicola Fleming
Staff Officer

RE: Declaration in accordance with Section 5 of the Planning & Development Acts 2000 (as amended) -EX46/2026

I enclose herewith for your attention application for Section 5 Declaration received 01/04/2026.

The due date on this declaration is the 28/04/2026.

Staff Officer
Planning Development & Environment



*Tá an doiciméad seo ar fáil i bhformáid eile ar iarratas.
This document is available in alternative formats on request.*

Ba chóir gach comhfhreagras a sheoladh chuig an Stiúrthóir Seirbhísi, Pleanáil, Forbairt Eacnamaíochta agus Tuaithe.
All correspondence should be addressed to the Director of Services, Planning, Economic and Rural Development.



W I C K L O W



Comhairle Contae Chill Mhantáin Wicklow County Council

**Pleanáil, Forbairt Eacnamaíochta agus Tuaithe
Planning, Economic and Rural Development**

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**Ciarán Banahan
Banahan Suveyors
14 Seagreen Avenue
Greystones
Co. Wicklow
A63 AX50**

1st April 2026

RE: Application for Certificate of Exemption under Section 5 of the Planning and Development Acts 2000 (as amended). – EX46/2026 – Irish Girls Guides Trust CLG

A Chara

I wish to acknowledge receipt on 01/04/2026 full details supplied by you in respect of the above Section 5 application. A decision is due in respect of this application by 28/04/2026.

Mise, le meas

**Nicola Fleming
Staff Officer
Planning, Economic & Rural Development**



*Tá an doiciméad seo ar fáil i bhformáid eile ar iarratas.
This document is available in alternative formats on request.*

Ba chóir gach comhfhreagras a sheoladh chuig an Stiúrthóir Seirbhísi, Pleanáil, Forbairt Eacnamaíochta agus Tuaithe.
All correspondence should be addressed to the Director of Services, Planning, Economic and Rural Development.



W I C K L O W

Planning History & Context

The property has been the subject of previous successful planning applications which established the current footprint and site infrastructure. We wish to draw your attention to the following:

Reg. Ref. 80/5138: Permission granted for the alterations and extension to the National Girl Guides Cottage.

Reg. Ref. 93/184: Permission granted for the coach turning area and the relocated entrance.

The repair and maintenance works, including paving renewal work, proposed in this application relate specifically to the existing structures and surfaces. The following is a breakdown of the listed works for which grant funding is applied for and confirmation of their exemption is requested:

1. External Works to the National Memorial Cottage

Building Envelope Maintenance:

These works are essential repairs to the existing structure to ensure it remains weather-tight and to prevent further deterioration of the fabric.

- a) Replacing damaged roof tiles and re-laying ridge tiles along the entire length of the roof.
- b) Repairing flat roof sections and clearing all organic debris and leaves.
- c) Re-installing the roof gutter on the west elevation (dining room side).
- d) Connecting the downpipe on the west elevation to ensure proper surface water drainage.

2. Internal Works to the National Memorial Cottage

Improvements and Fire Safety:

These works affect only the interior of the structure and do not impact the external character or appearance of the cottage.

- a) The modernising of the existing kitchen facility involving the installation of a new sink, tap, and heat-resistant laminate counter-top with matching splashbacks and various storage base units.
- b) Installation of mechanical extract ventilation in the WC, including the necessary wiring for an extractor fan and isolator switch.

- c) Replacement of existing fire doors in two dormitories, including the fitting of appropriate hinges, and the installation of self-closing devices to meet modern safety standards.

3. External Paving Renewal

Paving Remedial work

These items represent the renewal and maintenance of existing permitted surfaces (including as per Reg. Ref. 93/184). See attached Site Layout Plan – Drg 02 for details.

- a) Renewal of the tarmac access road to existing parking area by taking up and replacing defective tarmac like-for-like.
- b) Renewal of the crushed stone with fines surface for the existing coach turning area to restore a safe and functional surface.

4. Works to Existing Ancillary Shed

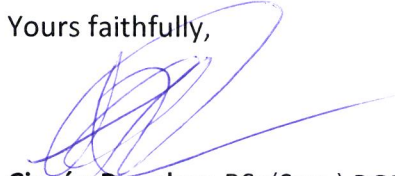
Fire Protection and Functional Alterations:

The works to the existing shed are designed to provide a safe, bunded environment for fuel storage while maintaining the ancillary nature of the building. These works are necessitated by safety requirements and do not materially alter the character of the structure (See attached Shed Plans & Elevations – Drgs 03 & 04).

- a) **Internal: Fire Separation:** The erection of a new screen wall within the shed to provide fire separation between the log storage area and oil tank – Oil tank to be repositioned to suit.
- b) **Internal: Fire Retardant Lining:** The installation of cement board to the underside of the roof to prevent the premature spread of fire from the log storage area to the oil tank area. Additional cement board to be installed to the inside of the existing window opening to shield from fire progression from the log store.
- c) **External: Maintenance of Openings:** The replacement of the existing decayed timber door with a new louvered door for the log store.
- d) **External: New Access Provision:** The creation of a new door opening in the side elevation wall of the shed, which is not visible from public road, and the installation of a similar louvered door to facilitate safe access and ventilation. The opening will have an upstand wall internally for the purposes of providing a sufficiently-sized bunded area in the case of an oil leak.

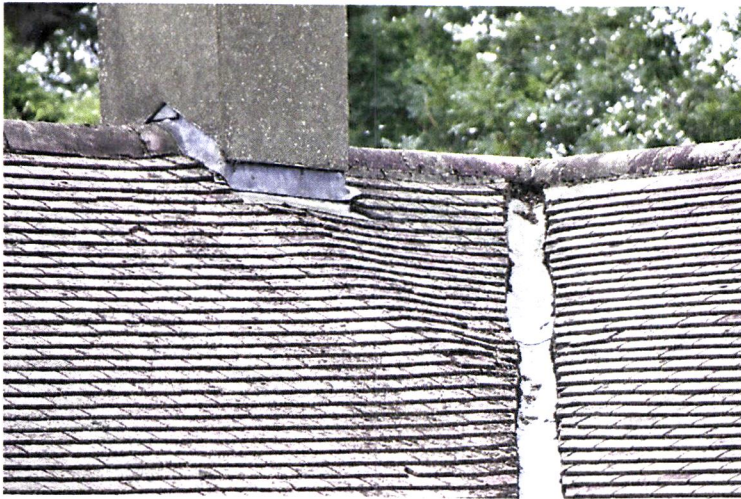
We believe that the proposed works strictly adhere to the definition of exempted development, ensuring the long-term maintenance of the National Memorial Cottage without altering its established character. We look forward to receiving your declaration in due course.

Yours faithfully,



Ciarán Banahan BSc(Surv) PGDip (ProjMan) MSCSI MRICS EurBE
Chartered & Registered Building Surveyor

Enclosed selection of Photos:



Works under Item 1: Replace damaged roof tiles, relay ridge tiles, clear vegetation and debris.



Item 1 Works: Replace slates and repair guttering and connections.



Item 1 Works Clear vegetation and repair flat roof section.



Item 2 Works (internal): Kitchen facilities to be renewed.



Item 2 Works (internal): Kitchen facilities to be renewed.



Item 2 Works (internal): Replacement of fire doors to two dormitories.



Item 2 Works (internal): Installation of mechanical extract ventilation to WC space.



Item 4 Works (Shed): Improvement works to existing shed.

Wicklow County Council
County Buildings
Wicklow
0404-20100

31/03/2026 16 04 35

Receipt No L1/0/361378

CIARAN BANAHAN
14 SEAGREEN AVENUE
GREYSTONES
CO WICKLOW

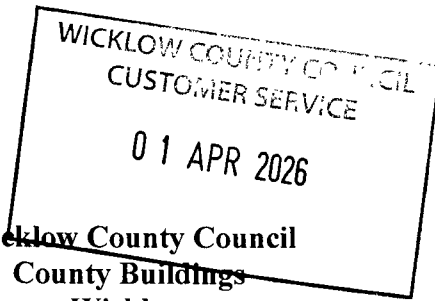
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GOODS	80.00
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Total	80 00 EUR
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Tendered	
Credit Card	80 00

Change	0 00
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Fee Received _____

**APPLICATION FORM FOR A
DECLARATION IN ACCORDANCE WITH SECTION 5 OF THE PLANNING &
DEVELOPMENT ACTS 2000 (AS AMENDED) AS TO WHAT IS OR IS NOT
DEVELOPMENT OR IS OR IS NOT EXEMPTED DEVELOPMENT**

1. Applicant Details

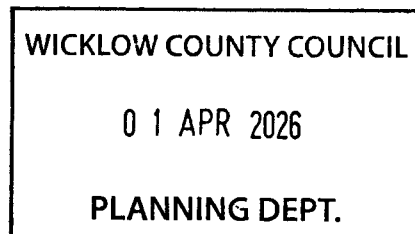
- (a) Name of applicant: Irish Girl Guides Trust CLG,
Address of applicant: Unit 2, The Square Industrial Complex
Belgard Square East, Tallaght, Dublin D24 FEX5

Note Phone number and email to be filled in on separate page.

2. Agents Details (Where Applicable)

- (b) Name of Agent (where applicable) Ciarán Banahan
Address of Agent : Banahan Surveyors, 14 Seagreen Avenue,
Greystones, County Wicklow A63 AX50

Note Phone number and email to be filled in on separate page.



3. Declaration Details

i. Location of Development subject of Declaration _____
Irish Girl Guides, National Memorial Cottage, Enniskerry,
County Wicklow A98 W660 _____

ii. Are you the owner and/or occupier of these lands at the location under i. above ?
Yes/ No.

Yes, Irish Girl Guides Trust CLG is the owner.

iii. If 'No' to ii above, please supply the Name and Address of the Owner, and or occupier _____

iv. Section 5 of the Planning and Development Act provides that : If any question arises as to what, in any particular case, is or is not development and is or is not exempted development, within the meaning of this act, any person may, on payment of the prescribed fee, request in writing from the relevant planning authority a declaration on that question. You should therefore set out the query for which you seek the Section 5 Declaration _____

Please see enclosed accompanying cover letter. _____

Additional details may be submitted by way of separate submission.

v. Indication of the Sections of the Planning and Development Act or Planning Regulations you consider relevant to the Declaration _____


Section 4(1)(h) of the Planning and Development Act 2000 or
other associated regulations thereunder said Act. _____

Additional details may be submitted by way of separate submission.

vi. Does the Declaration relate to a Protected Structure or is it within the curtilage of a Protected Structure (or proposed protected structure) ? _____
No. _____

vii. List of Plans, Drawings submitted with this Declaration Application _____
Drg 01 – Site Location Map _____
Drg 02 – Site Layout Plan _____
Drg 03 – Existing Shed Layout Plan and Elevations _____
Drg 04 – Proposed Shed Layout Plan and Elevations _____

viii. Fee of € 80 Attached ? PAID TO CASH DESK 31/03/2026

Signed :  Dated : 30 MAR 2026
CIARAN BAWAHAN
AGENT FOR APPLICANT.

Additional Notes :

As a guide the minimum information requirements for the most common types of referrals under Section 5 are listed below :

- A. Extension to dwelling - Class 1 Part 1 of Schedule 2
- Site Location Map
 - Floor area of structure in question - whether proposed or existing.
 - Floor area of all relevant structures e.g. previous extensions.
 - Floor plans and elevations of relevant structures.
 - Site Layout Plan showing distance to boundaries, rear garden area, adjoining dwellings/structures etc.

B. Land Reclamation -

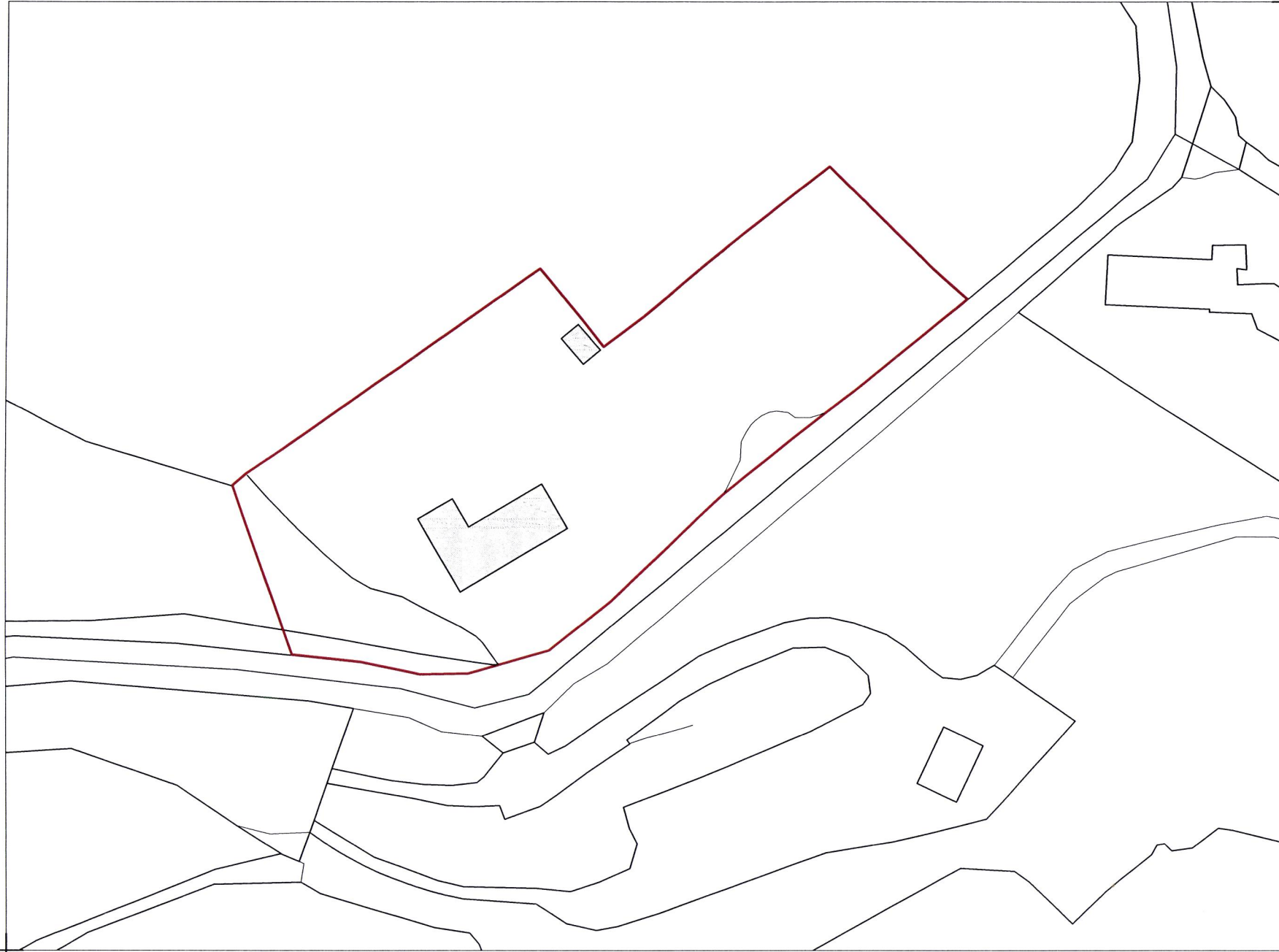
The provisions of Article 8 of the Planning and Development Regulations 2001 (as amended) now applies to land reclamation, other than works to wetlands which are still

governed by Schedule 2, Part 3, Class 11. Note in addition to confirmation of exemption status under the Planning and Development Act 2000(as amended) there is a certification process with respect to land reclamation works as set out under the European Communities (Environmental Impact Assessment) (Agriculture) Regulations 2011 S.I. 456 of 2011. You should therefore seek advice from the Department of Agriculture, Fisheries and Food.

Any Section 5 Declaration should include a location map delineating the location of and exact area of lands to be reclaimed, and an indication of the character of the land.

C. Farm Structures - Class 6 -Class 10 Part 3 of Schedule 2.

- Site layout plan showing location of structure and any adjoining farm structures and any dwellings within 100m of the farm structure.
- Gross floor area of the farm structure
- Floor plan and elevational details of Farm Structure and Full details of the gross floor area of the proposed structure.
- Details of gross floor area of structures of similar type within the same farmyard complex or within 100metres of that complex.



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 =====
 Map Series | Map Sheets
 1:2,500 | 3616-B
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 Date= 24-Mar-2026
 =====
 Source Data Release:
 =====
 DCMLS Release V1.197.121
 =====
 Product Version:
 =====
 Version= 1.4
 =====

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LEGEND:

Approx extents of Site at National Memorial Cottage.



14 SEAGREEN AVENUE
 GRESHAMON
 CO. WICKLOW
 T: 353 86 403 2051
 INFO@BANAHAN.IE
 WWW.BANAHAN.IE

DRAWING TITLE
SITE LOCATION MAP

PROJECT TITLE
 IRISH GIRL GUIDES, NATIONAL MEMORIAL COTTAGE, ENNISKERRY, COUNTY WICKLOW

PROJECT NO. P25-163	DRAWING NO. Drg 01	SCALE 1:1000
DATE 30.03.2026	DRAWN BY C BANAHAN	SIZE A4



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 =====
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 Map Series | Map Sheets
 1:2,500 | 3616-B

Data Extraction Date:
 =====
 Date= 24-Mar-2026

Source Data Release:
 =====
 DCMLS Release V1.197.121

Product Version:
 =====
 Version= 1.4

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LEGEND:

- Area for tarmac paving renewal as shaded.
- Area for gravel paving renewal as shaded.

LLX,LLY = 722290.0 Y=716608.0

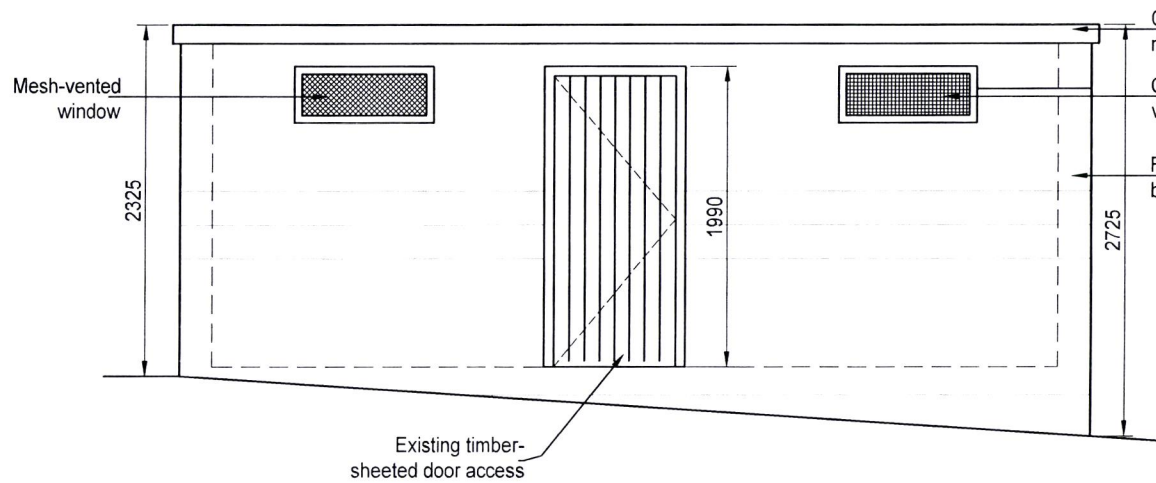


14 SLAGLEIN AVENUE
 CRYSTONES
 CO. WICKLOW
 T: +353 (0) 403 2081
 INFO@BANAHAN.IE
 WWW.BANAHAN.IE

DRAWING TITLE
PART-SITE LAYOUT PLAN

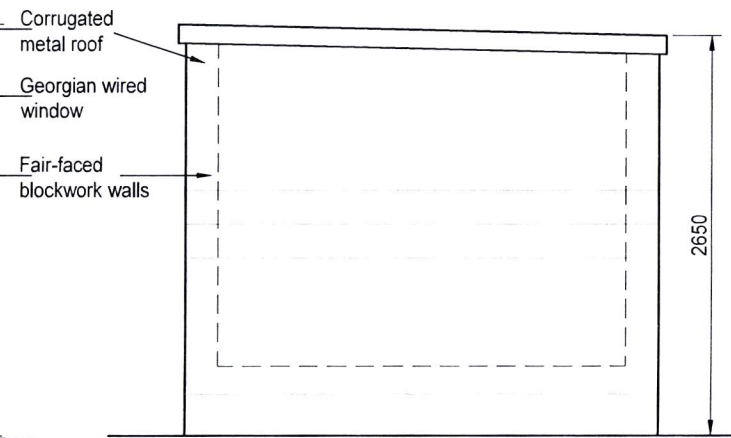
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 IRISH GIRL GUIDES, NATIONAL MEMORIAL COTTAGE, ENNISKERRY, COUNTY WICKLOW

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DATE	DRAWN BY	SIZE
30.03.2026	C BANAHAN	A4



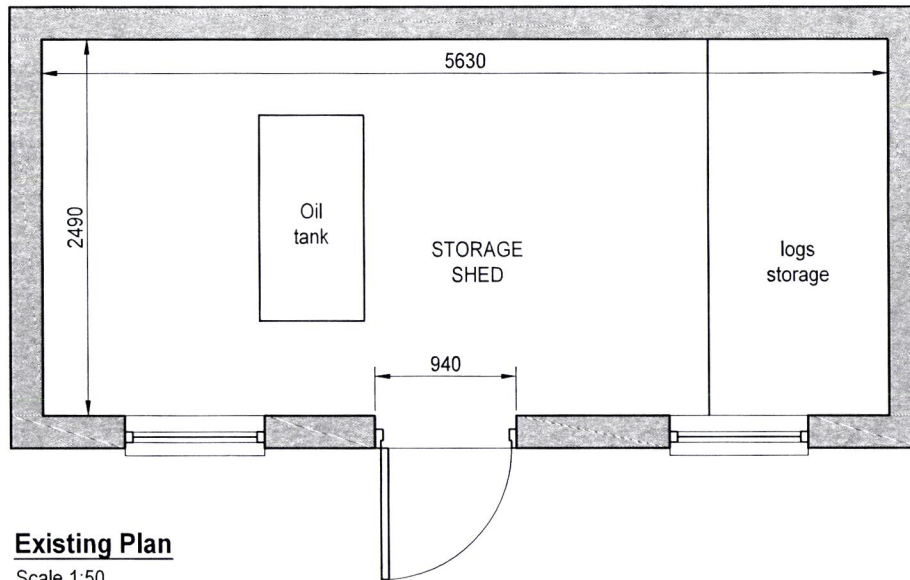
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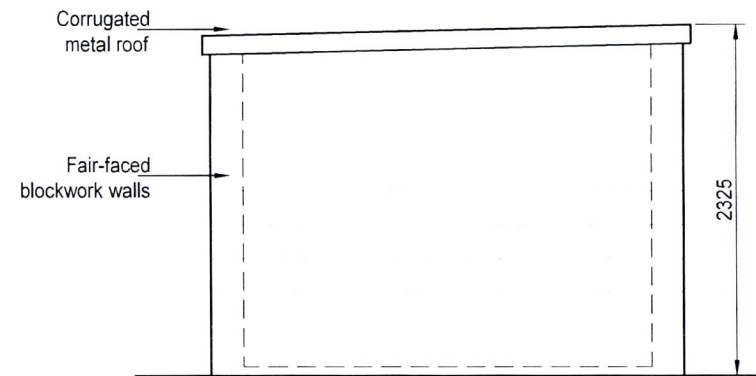
Existing Right Side Elevation

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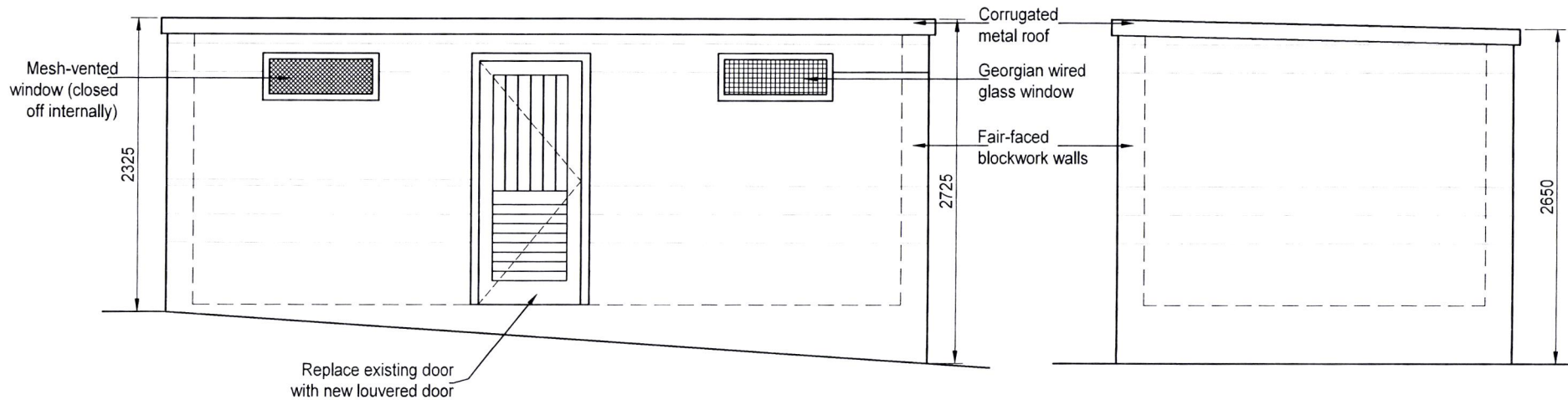
Existing Plan

Scale 1:50



Existing Left Side Elevation

Scale 1:50

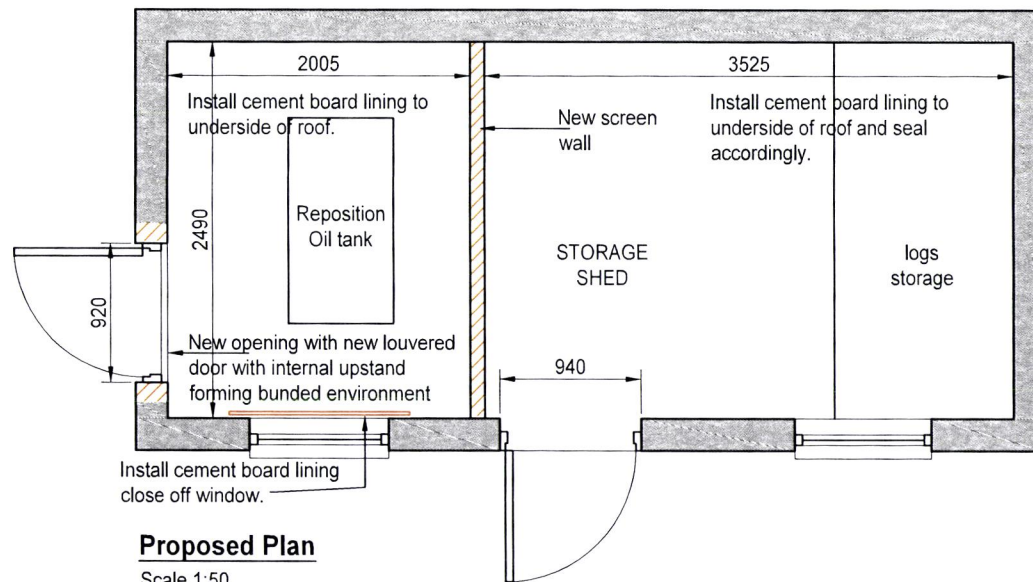


Proposed Front Elevation

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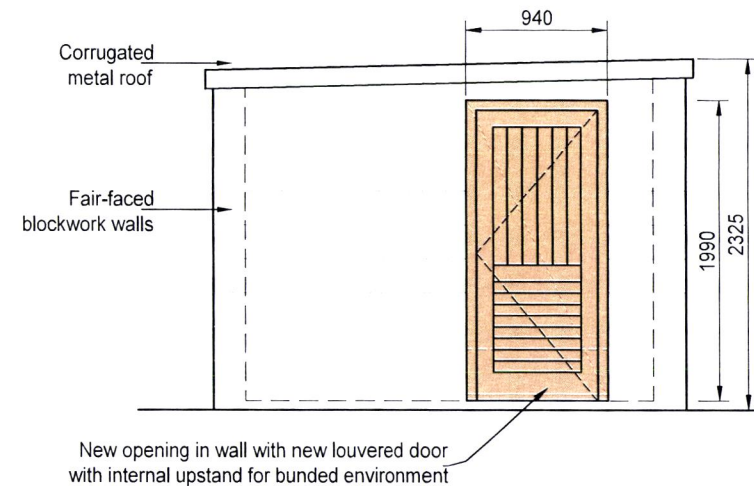
Right Side Elevation (no change)

Scale 1:50



Proposed Plan

Scale 1:50



Proposed Left Side Elevation

Scale 1:50