

## **What Services are provided by Customer Services?**

- Submit a planning application or make an objection.
- View planning application files
- When visiting the counter it is useful to have the following information at hand: Planning Register Number or name of the applicant or be able to identify the site on the Planning Register Maps.
- Current files are available to view free of charge.
- Planning files more than 7 years old are in storage and subject to their availability can be viewed at Customer Services within one week.
- There is a charge of €47 to view a hard copy of a planning file which is available to view on line. If it is not made available to view on line there is no charge.
- Make general queries regarding planning issues
- Purchase copies of documents from Planning Application files subject to the payment of a fee
- Purchase Development Plans and Local Area Plans
- View the Planning Register
- There are computers available for public use at the public counter which allows you to view current and history planning files on iPlan.