



**APPLICATION FOR LICENSING OF SIGNS, APPLIANCES,  
STRUCTURES, etc ON PUBLIC ROADS**

in accordance with

**SECTION 254 OF THE PLANNING & DEVELOPMENT ACT 2000 &**

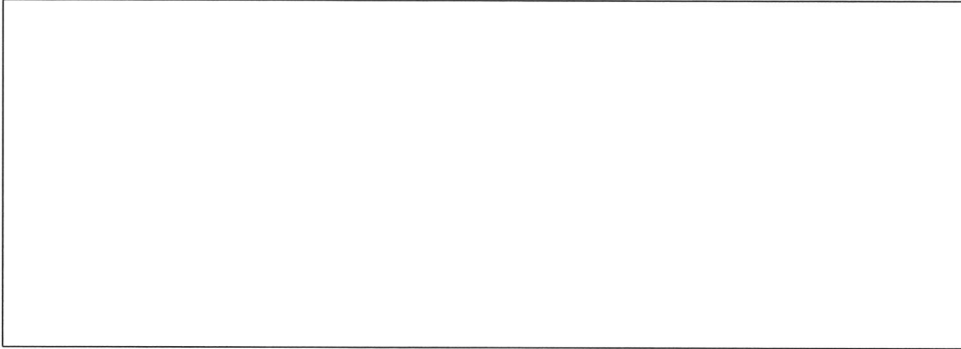
**PART 17 OF PLANNING & DEVELOPMENT REGULATIONS 2001**

Under Section 254(9) of the Planning & Development Act 2000 (as amended), it is an offence to erect, construct, place or maintain an appliance, apparatus or structure on, under, over, or along any public road without having a Licence to do so.

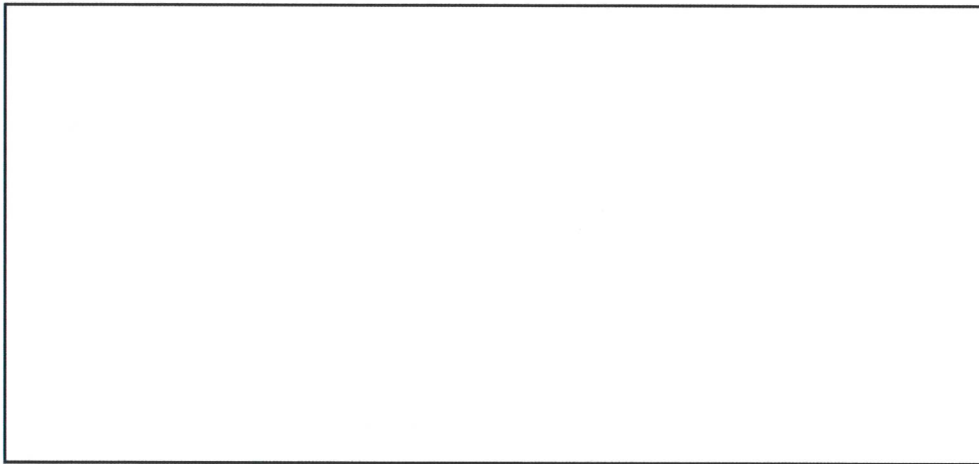
**A: APPLICANT**

<b>Name</b>	
<b>Address(es)</b>	
<b>Telephone No.</b>	
<b>Mobile No.</b>	
<b>E-Mail Address</b>	
<b>ADDRESS TO WHICH CORRESPONDENCE RELATING TO THE APPLICATION SHOULD BE SENT</b>	

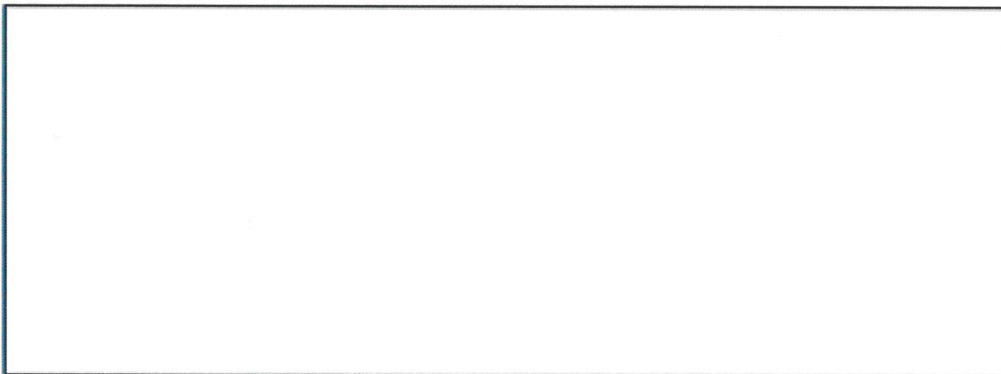
**B: Proposed \*Location of the Structure/Signage/Apparatus etc?  
NB: Indicate location on Map which shall accompany this application**

A large, empty rectangular box with a thin black border, intended for the applicant to indicate the location of the proposed structure, signage, or apparatus on a map.

**C: Description & Purpose of the proposed structure & associated Capacity**

A large, empty rectangular box with a thin black border, intended for the applicant to provide a detailed description and purpose of the proposed structure, along with its associated capacity.

**D: Has Planning Permission been obtained for the purpose of the Sign etc? If so, please specify Planning Reference No.**

A large, empty rectangular box with a thin black border, intended for the applicant to answer whether planning permission has been obtained and, if so, to specify the planning reference number.

**F: Specify the proposed duration for which the structure shall be in place?**

**G: If the proposed construction infringes substantially on the footpath etc, state provision proposed to be made for pedestrians.**

**Applicant's Signature :** \_\_\_\_\_ **Date :** \_\_\_\_\_


**PLEASE NOTE :**

- An O.S. map clearly showing the proposed location of the sign, appliance or structure, must accompany this Licence Application;*
  
- S254 Licence Applications must be lodged with the relevant Municipal District Office, within with the proposed development will be situated. Contact details for these Offices are listed on the following page.*

## CONTACT DETAILS :


### **BALLINA MUNICIPAL DISTRICT**

Ballina Civic Offices,  
Arran Place,  
Ballina  
Co Mayo.

Telephone : 096 76100  
 ballinamd@mayococo.ie


### **CASTLEBAR MUNICIPAL DISTRICT**

Aras an Chontae,  
The Mall,  
Castlebar,  
Co Mayo.


Telephone : 094 9064000  
 castlebarao@mayococo.ie

### **CLAREMORRIS/SWINFORD MUNICIPAL DISTRICT**


Claremorris Area Office,  
Kilcolman Road,  
Claremorris  
F12 P383

Telephone : 094 90 64800  
 claremorrisao@mayococo.ie

(Ballinrobe office)


Telephone: 094 9064700  
 ballinrobeao@mayococo.ie

(Swinford office)


Telephone : 094 9064500  
 swinfordao@mayococo.ie

### **WESTPORT-BELMULLET MUNICIPAL DISTRICT**

Westport Civic Offices  
Altamont Street,  
Westport. F28 W248.

Telephone 094 9064600  
 westmayomd@mayococo.ie

Aras Inis Gluaire  
Church Road  
Belmullet,  
Co Mayo.

Telephone: 094 9064900  
 belmullet@mayococo.ie

**FINGERPOST SIGN SAMPLE**



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200mm height (including white trim/frame)  
(160mm, excluding the trim/frame)

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Panel - Powder Coated Aluminium  
Upper and Lowercase lettering  
Reflective vinyl lettering

Overall length : 1028mm, including tip >

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