The Home Upgrade Co.

Extension Planner checklist

Every stage of a house extension in Ireland, from first drawings to the fit out. Rules checked against official sources on 27 October 2026.

> **We fit out homes; we are not planning consultants.** This is practical information, not planning advice. For advice on your own application, talk to an architect, an architectural technologist or a planning consultant. Applications are still made under the Planning and Development Act 2000 and the 2001 Regulations; the rest of the 2024 Act is due to start soon, and the draft regulations keep these fees and timings.

1. Before anything is drawn

- [ ] Rear extension: exempt up to 45 square metres in total, counting every extension built since 1 October 1964
- [ ] Above ground floor: no more than 12 square metres (terraced or semi detached) or 20 (detached), at least 2 metres from any party boundary
- [ ] Walls no higher than the rear wall; a flat roof no higher than the eaves or parapet; no roof terrace
- [ ] At least 25 square metres of private open space left on the site
- [ ] Windows at least 1 metre from the boundary they face at ground level, at least 8 metres above it
- [ ] Side or front extension: needs planning permission
- [ ] Dormer to the side or rear: exempt up to 30 cubic metres, below the ridge, 20 centimetres back from the eaves. A front dormer needs permission
- [ ] Garden room, office or gym: exempt up to 30 square metres in total, not to be lived in
- [ ] Porch: exempt up to 2 square metres, more than 2 metres from a public road or footpath
- [ ] Check whether the house is a protected structure, in an architectural conservation area, or under a condition of an earlier permission
- [ ] Every extension must meet the Building Regulations, exempt or not

2. Drawings and design

- [ ] Choose an architect, architectural technologist or chartered engineer, and get a written fee proposal
- [ ] Decide the kitchen layout and window sizes before the drawings are final
- [ ] Get the fit out (kitchen, windows, wardrobes) priced from the drawings early, so the full cost is known

3. The planning pack

- [ ] The council's application form
- [ ] The newspaper page with your notice, and a copy of the site notice
- [ ] Site location map on Ordnance Survey mapping: 1:1000 in built up areas, 1:2500 elsewhere, site outlined in red, site notice position marked
- [ ] Site layout plan at 1:500 or larger, showing boundaries, buildings and services
- [ ] Floor plans, elevations and sections at 1:200 or larger, with a schedule of drawings
- [ ] Letter of consent from the owner, if you are not the owner
- [ ] The fee: €34 for a house extension

4. Notices and lodging

- [ ] Newspaper notice in a paper on your council's approved list, within the 2 weeks before lodging
- [ ] Site notice at the entrance from the public road, within the same 2 weeks: white, or yellow if reapplying within 6 months
- [ ] Lodge online at planning.localgov.ie (every council except Cork City) or on paper
- [ ] Keep the site notice up for 5 weeks from the day the council receives the application

5. The decision

- [ ] Public submissions: 5 weeks from the day the council receives the application (€20 each)
- [ ] Council decision: within 8 weeks
- [ ] Further information, if asked: up to 6 months to reply; the council then has 4 weeks
- [ ] Appeal period: 4 weeks from the decision (€220 to An Coimisiún Pleanála)
- [ ] The grant issues once the appeal period ends with no appeal

6. Before building starts

- [ ] Read every condition on the grant with your designer
- [ ] Commencement notice on the Building Control Management System, 14 to 28 days before work starts
- [ ] Over 45 square metres: design certifier, assigned certifier and builder's undertaking, unless the owner opts out
- [ ] Permission normally lasts 5 years; you can apply to extend it up to 2 years before it expires

7. The fit out

- [ ] Windows first, to close the house in. Kitchens and windows take about 12 weeks from sign off to fitted
- [ ] Kitchen and utility after plastering and first fix plumbing and electrics
- [ ] Wardrobes, media wall and fitted furniture last
- [ ] Plumbing, electrics, tiling and flooring are for your builder and trades

Drawings ready? Send them for a free plan check: thehomeupgradeco.com/planning/plan-check/ | WhatsApp 089 222 3395

Sources, last checked 27 October 2026

- Citizens Information: Planning permission: https://www.citizensinformation.ie/en/housing/planning-permission/planning-permission/

- Citizens Information: Planning permission for altering a house: https://www.citizensinformation.ie/en/housing/planning-permission/planning-permission-for-altering-a-house/
- S.I. No. 338 of 2026: rear extensions and garden rooms: https://www.irishstatutebook.ie/eli/2026/si/338/made/en/print
- S.I. No. 344 of 2026: dormers and front rooflights: https://www.irishstatutebook.ie/eli/2026/si/344/made/en/print
- Planning and Development Regulations 2001 (S.I. No. 600 of 2001): https://www.irishstatutebook.ie/eli/2001/si/600/made/en/print
- Planning and Development Act 2000, section 34 (revised): https://revisedacts.lawreform.ie/eli/2000/act/30/section/34/revised/en/html
- An Coimisiún Pleanála: appeal fees: https://www.pleanala.ie/en-ie/fees/fees-appeals
- Local Government Ireland Online Planning portal: https://planning.localgov.ie/
- Building Control Regulations 1997, article 7 (revised): https://revisedacts.lawreform.ie/eli/1997/si/496/section/7/revised/en/html
- Building Control Regulations 1997, article 8 (revised): https://revisedacts.lawreform.ie/eli/1997/si/496/section/8/revised/en/html
- S.I. No. 359 of 2026: Building Control threshold of 45 square metres: https://www.irishstatutebook.ie/eli/2026/si/359/made/en/print
- S.I. No. 330 of 2026: extending the duration of a permission: https://www.irishstatutebook.ie/eli/2026/si/330/made/en/print