



## Comhairle Contae Chill Dara Kildare County Council

### **Plebiscite Request from Owners of Houses for Taking in Charge a Development**

Taking in charge is a formal legal process by which responsibility for certain public areas, structures and services in a private residential development or estate are transferred to, or put in the charge of, a local authority.

Section 180 of the Planning and Development Act, 2000, as amended and Section 11 of the Roads Act, 1993 provide the legal basis for taking in charge.

When a residential development is complete, the developer may submit a written request to have the development taken in charge. Kildare County Council must be satisfied that the development has been completed in accordance with any conditions attached to the planning permission.

In the absence of a request from a developer, a majority of the owners of houses in a development may request that Kildare County Council take an estate in charge. It is preferable that this request is made by a residents' association.

If the development is to be taken in charge in this way, it is important to note that limited funding may be available for any remedial works needed. In many cases, the only funding readily available is the security bond which may have been lodged by the developer. In many older estates, the amount of the bond may not be enough to fund the remedial works required or in the case of an insurance bond, it may have expired.

Further information on the taking in charge process, including Kildare County Council's Taking in Charge Policy, is available at:  
<https://kildarecoco.ie/AllServices/BuildingandDevelopmentControl/DevelopmentControl/> .

**Please complete and submit to:**

Kildare County Council,  
Taking in Charge Requests,  
Development Control Section,  
Roads, Transportation & Public Safety Department,  
Level 4, Áras Chill Dara,  
Devoy Quarter,  
Naas,  
Co. Kildare.



**Comhairle Contae Chill Dara**  
**Kildare County Council**

**Development Details:**

Development Name: \_\_\_\_\_

Development Location: \_\_\_\_\_

Total Number of Houses: \_\_\_\_\_

Total Number of Apartments: \_\_\_\_\_

*(Note: taking in charge does not apply to private areas of an estate owned by an Owner's Management Company (OMC) on behalf of the residents)*

**Applicant Details:**

Resident Association Name: \_\_\_\_\_  
*(if applicable)*

Contact Person: \_\_\_\_\_

Correspondence Address: \_\_\_\_\_

Telephone number: \_\_\_\_\_

Email: \_\_\_\_\_

**I confirm I am acting on behalf of the undersigned owners of houses in all correspondence arising out of this application.**

Signed: \_\_\_\_\_

Date: \_\_\_\_\_





