



Search Planning Applications – Help Document

Introduction

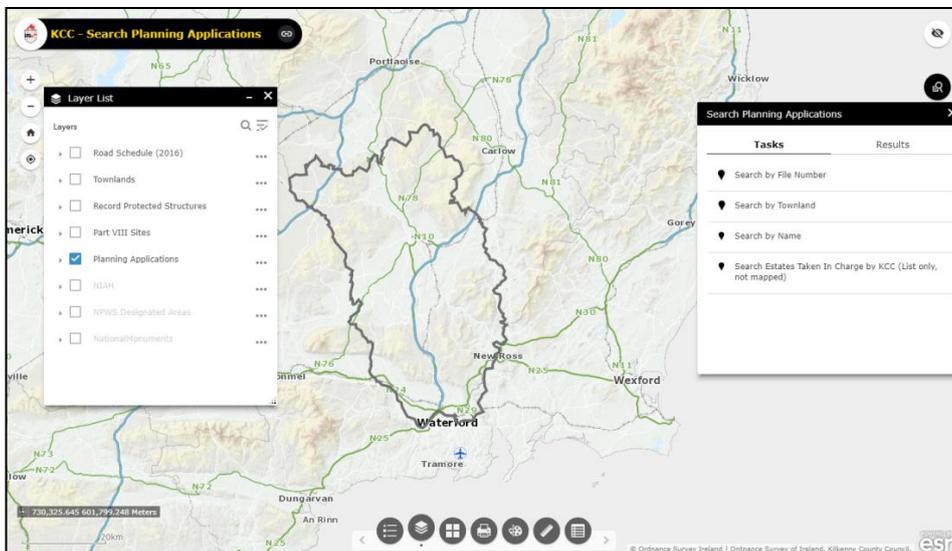
Welcome to Kilkenny County Councils Search Planning Application viewer. This web mapping application is an interactive mapping search facility that allows you to search the locations of planning applications by file number (point or site boundary), applicant name, townland, and an area of interest (AOI). For best performance and experience while using this web mapping application, please use the latest web browser version.

Kilkenny County Council Planning Applications are represented on the map by red dots and red polygons (site boundaries). Kilkenny Borough Council Planning Applications are represented on the map by blue dots and blue polygons (site boundaries).

Map Canvas

This viewer uses Ordnance Survey Ireland (OSI) MapGenie mapping and ortho-photography under license (License No. 2019/27/CCMA/KilkennyCountyCouncil.)

When you load the viewer it displays Kilkenny County Boundary, you will need to zoom in to activate the planning applications layer.



Navigation Tools

You can use the Navigation Tools to allow you zoom in and out of the map. They are located in the top left corner of the viewer.



The **Zoom in** '+' tool will zoom you in on the map. You can also use the scroll button on your mouse or by holding down on the shift key and drawing a box over your area of interest (the smaller the box the greater the zoom will be).

The **Zoom out** '-' tool will zoom you out on the map. You can also use the scroll button on your mouse.

The **Home Button** '🏠' will zoom you back to its original extent.

Main Toolbar



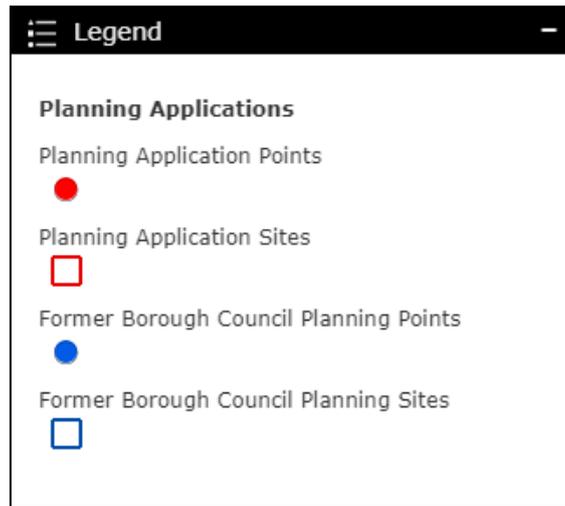
1. Help Document
2. Legend
3. Layer List
4. Basemap Gallery
5. Print
6. Measure
7. Attribute Table
8. Search address/Eircode

1: Help Document

A link to this help document.

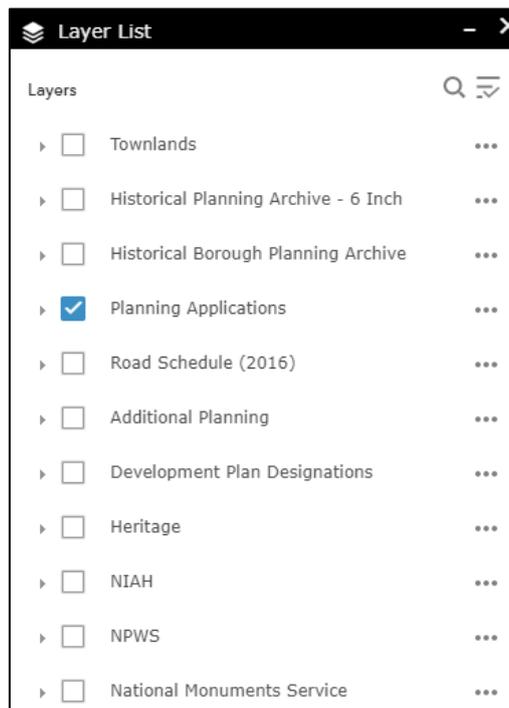
2: Legend

The legend displays the active layers, ie: the layers that are turned on in the viewer.



3: Layer List

The Layer List allows you to turn on/off additional layers. It is open by default when you launch the viewer with Planning Applications turned on.



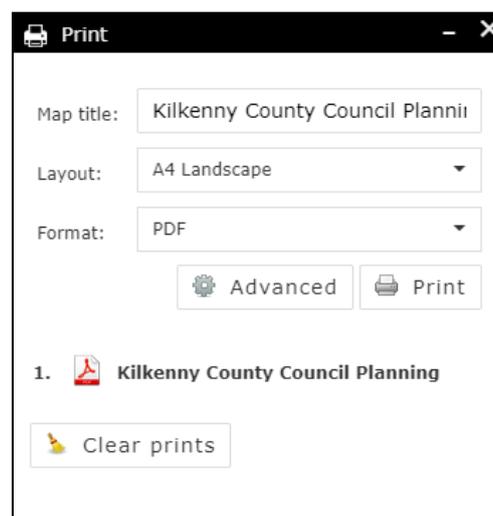
4: Basemap Gallery

The basemap gallery allows you to change the map canvas in the viewer.



5: Print

The print tool allows you to print from the viewer. Ensure the information you want is displayed on the screen, open the print window and select print. The default map title is 'Kilkenny County Council Planning', this can be changed. The default map size is A4 Landscape, this can be changed in the drop down box. A PDF map will be created, select the map and it will open in a new tab in your browser where you can print or save the map.



6: Measure

The measure tool allows you to measure areas or distances in a specified unit.

7: Attribute Table

The attribute table allows you to view the tables associated with each layer. To close the attribution table, simply click the attribute table tab.

8: Search address/Eircode

The search address and Eircode tool allows you to search by a specific address or Eircode.

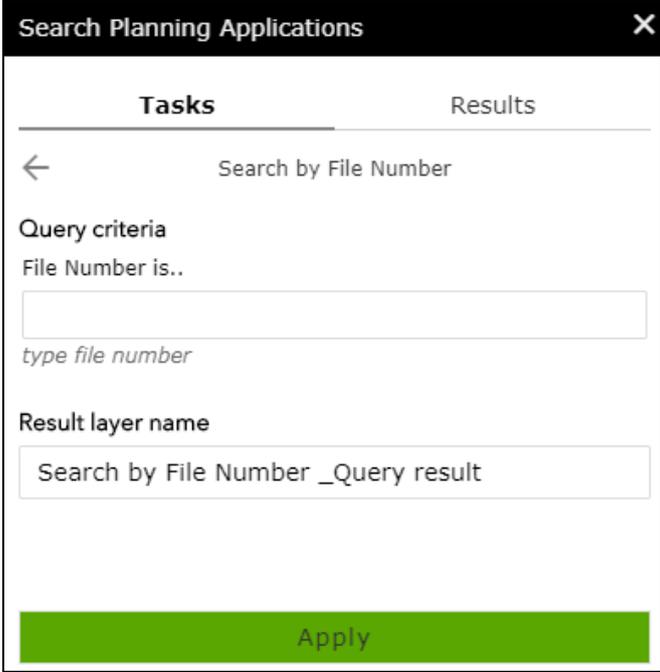
Search Tool

The search window will be open as default when the viewer is launched. All searches carried out in the Search Planning Application window will be added as a new layer in the layer list, you can turn them on/off as required. When you exit the viewer, these layers will be removed.

Search Planning Applications	
Search Options	Results
 Search by File Number	
 Search by File Number (Site Boundaries)	
 Search by Name	
 Search for Townland	
 Search Planning Applications in an Area of Interest (AOI)	
 Search Estates Taken in Charge by KCC (List only, not mapped)	

1 & 2: Search by File Number & Search by File Number (Site Boundaries)

To search by File Number, select **'Search by File Number'** or **'Search by File Number (Site Boundaries)'**, type a file number into the box, add a suitable title for the 'Result Layer Name' and click Apply.



The screenshot shows a window titled "Search Planning Applications" with a close button (X) in the top right corner. The window is divided into two tabs: "Tasks" (selected) and "Results". Under the "Tasks" tab, there is a back arrow icon and the text "Search by File Number". Below this, under the heading "Query criteria", there is a label "File Number is.." followed by an empty text input box. A red arrow points to this input box, and the text "type file number" is written below it. Below the input box is another label "Result layer name" followed by a text input box containing the text "Search by File Number _Query result". A second red arrow points to this input box. At the bottom of the window is a green button labeled "Apply".

The map will zoom to the site and information about the planning file will be displayed in the Search Planning Applications window. The results of the search will be added as a new layer in the layer list.

To apply a new search, select **'Tasks'** followed by the back arrow  .

3: Search by Name

To search by name, select **'Search by Name'**, type the first name into the first box and the surname into the second box, add a suitable title for the 'Result Layer Name' and click apply. The map will zoom to the site and information about the planning file will be displayed in the Search Planning Applications window.

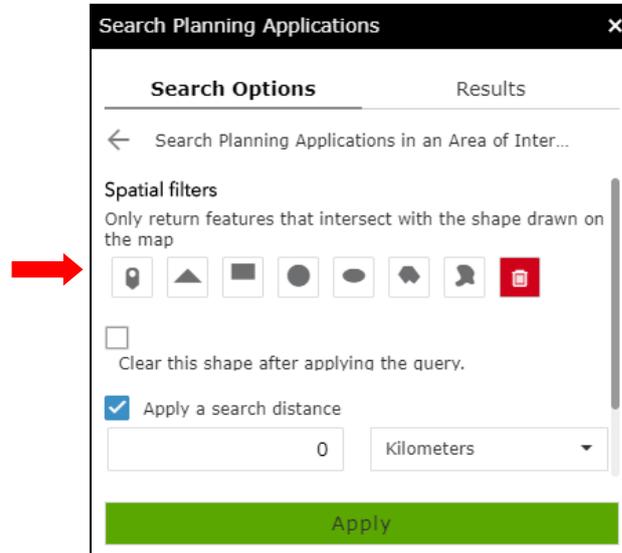
In some cases there may be more than one application associated with an applicant's name, this information will be displayed in the **'Results'** tab within the 'Search Planning Applications' window.

4: Search for Townland

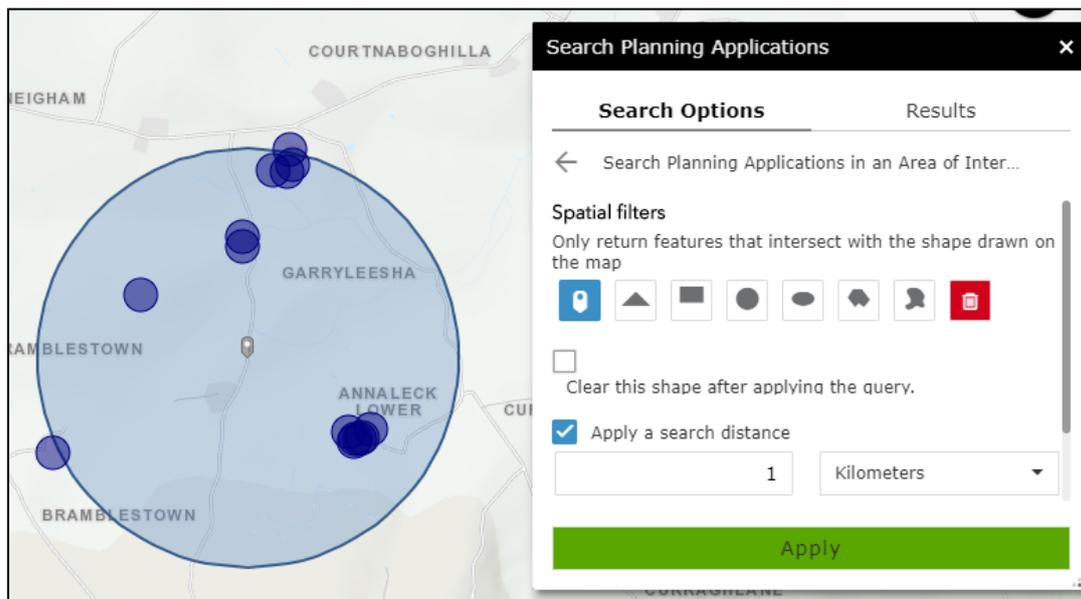
To search for a townland, select **'Search for Townland'**, type a townland into the box, add a suitable title for the 'Result Layer Name' and click apply. The map will zoom to the townland and the townland boundary will be highlighted.

5: Search for Planning Applications in an Area of Interest (AOI)

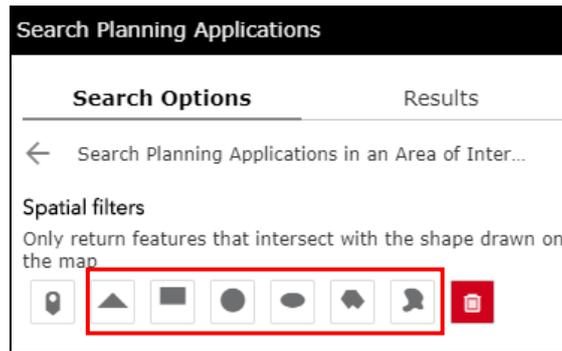
To search planning applications in an area of interest, select **'Search Planning Applications in an Area of Interest (AOI)'** and select the method in which you want to capture this area.



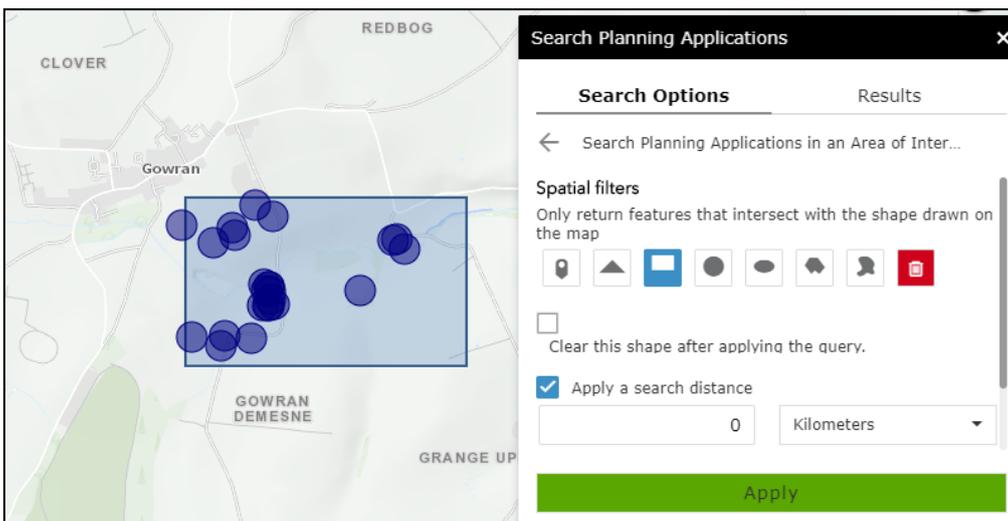
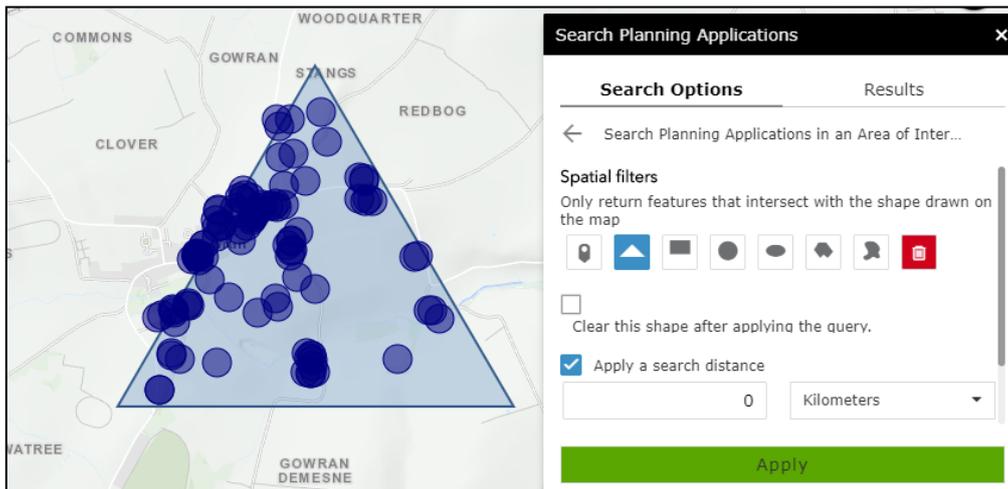
Add a pointer to the map, enter a search distance and click apply. A list of all planning applications within that area will be displayed in the 'Results' tab. If you want to know the location of a single application, select it from the list and the location will be highlighted on the map canvas.

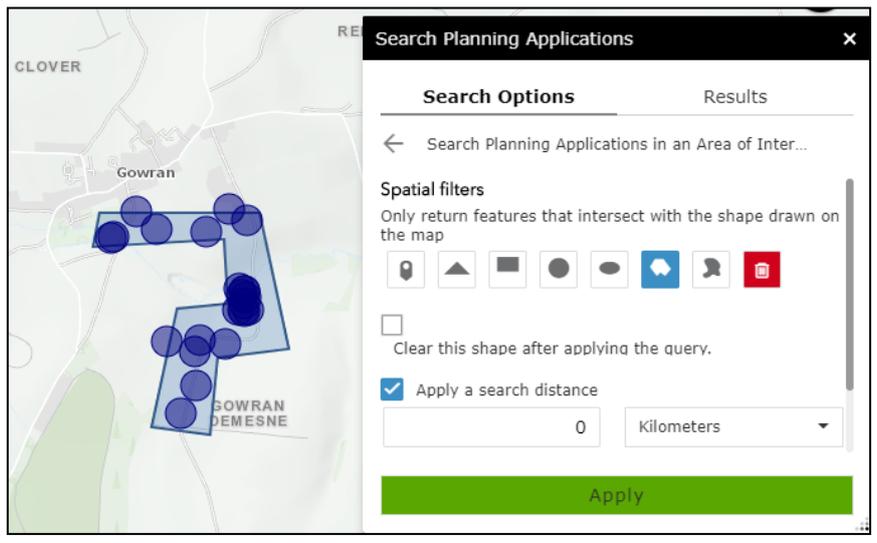
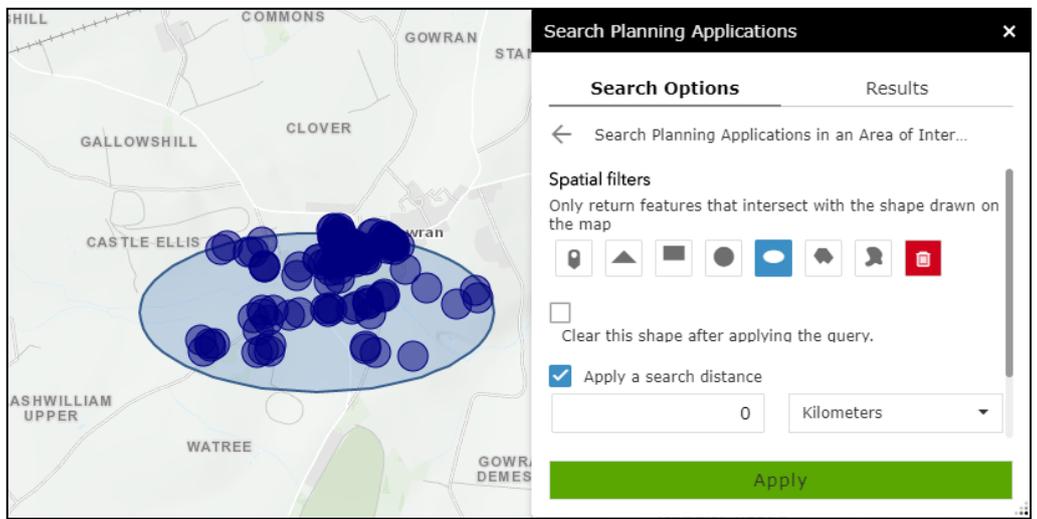
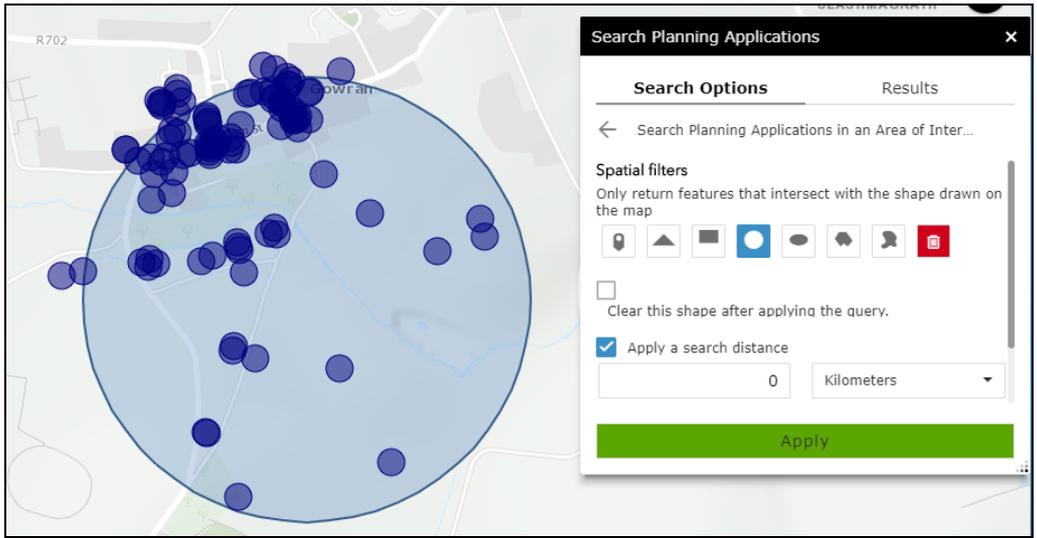


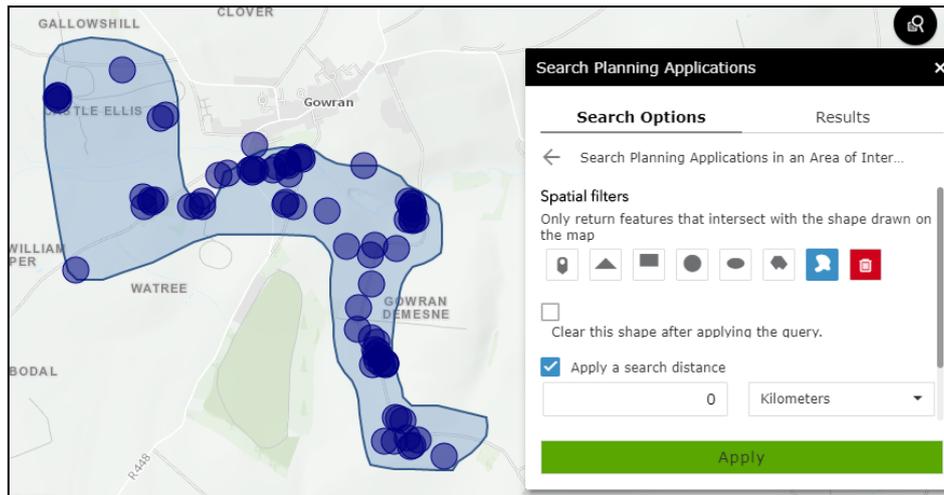
Draw a shape around an area of interest with any of the remaining options and click apply.



A list of all planning applications within that area including the number of applications will be displayed in the 'Results' tab. If you want to know the location of a single application, select it from the list and the location will be highlighted on the map canvas.

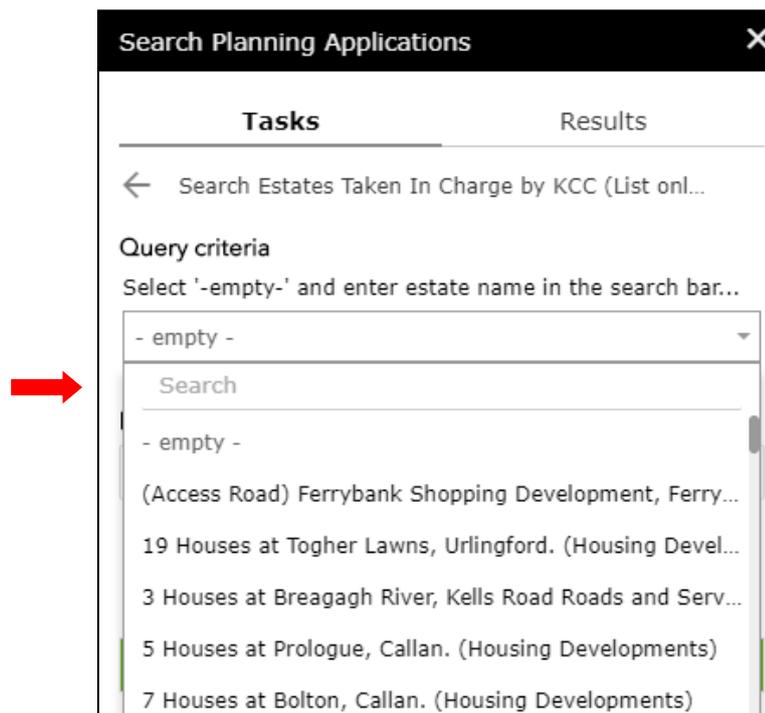






6: Search Estates taken in Charge by Kilkenny County Council

To search Estates taken in charge by Kilkenny County Council, select **'Search Estates Taken in Charge by KCC'**, click on the drop down box and enter an estate name into the Search bar or scroll down through the list.

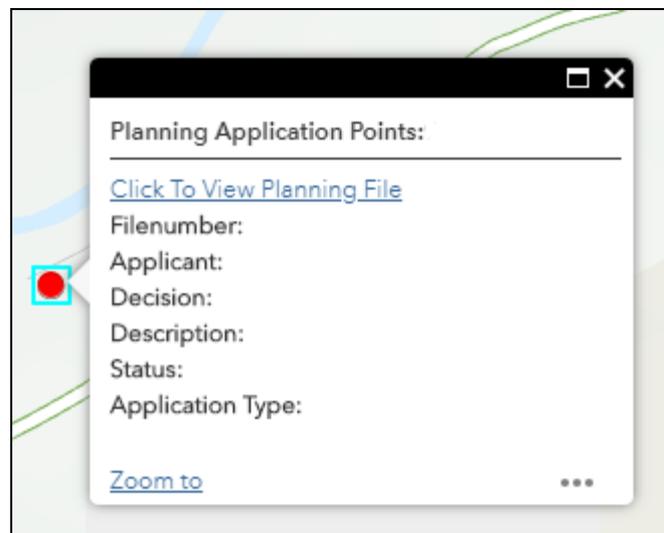


This tool allows the users to search for estates within this viewer; the estates are not represented on the map canvas. Alternatively, a PDF document with additional information is available in the viewer by clicking on the hyperlink symbol in the header and selecting **'Estates Taken in Charge by Kilkenny County Council'**.



Pop – Up Window

Each layer is configured to display a pop up window of information. For planning applications click on a red/blue dot or red/blue site and a pop up window will display with summary information including a link to the planning file details on the Kilkenny County Council website.



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