

occe

Ó Conaire Consulting Engineers

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Galway City Council
City Hall
College Rd
Galway

6 August 2026

Our Ref: 25011 P01

Your Ref:

RE: Application for Declaration of Exemption under Section 5, for change of use of Bunk Boutique Hostel, Kiltartan House , Forster Street , Galway H91 T1KX, from hostel accommodation to accommodation for persons seeking international protection.

A Chara,

I act for Realt na Mara Hospitality Ltd of Unit 1A, 119/121 Upper Salthill, Galway, the leaseholders of Bunk Boutique Hostel, Kiltartan House , Forster Street , Galway H91 T1KX, and we are applying, for a Section 5 Declaration that the change of use of the building, described above, is exempted development under Class 14(h) of S.I. No. 582 of 2015, the Planning and Development (Amendment) (No. 4) Regulations 2015.

The application is consistent with the exempted change of use provided for in under Class 14(h) and compliance is set out in the attached planning report. No works are being sought as part of this declaration and therefore drawings of the building are not included.

The following schedule of documents has been submitted in relation to the application for Declaration of Exemption under Section 5:

- Application form
- Planning report detailing the basis of the application
- The following drawings:
AP01 Site Location (A4 Scale 1:1000)

I trust that the foregoing is in order, and I look forward to your decision in due course.

Yours faithfully



Colm Ó Conaire
Chartered Engineer

GALWAY CITY COUNCIL

06 AUG 2026

PLANNING SECTION



Comhairle Cathrach na Gaillimhe
Galway City Council

Declaration of Exempted Development Form (S.5 of Planning and Development Act 2000)

IMPORTANT: ALL QUESTIONS MUST BE ANSWERED.

1. Postal Address of Site or Building:

Bunk Boutique Hostel, Kiltartan House, Forster Street, Galway H91 T1KX

Plan Ref. No. ...14/293 12/148.....

(If none, give description sufficient to identify)

2. Name of Applicant in full:

Realt na Mara Hospitality Ltd

Address if different from No. 1 above)

Tel No.

Email address

3. (a) State applicants interest in site if any (freehold, leasehold etc)

Leasehold

N.B. If applicant is not the Freehold owner of the land in question, please provide the name and address of the owner:

..... Meadow Rose Limited, Kiltartan House, Forster Street, Galway

4. (a) Brief description of proposed development:

Use of existing Bunk Boutique Hostel located in Kiltartan House mixed use building as accommodation for international protection applicants.

(b) Additional Information if the development involves an extension to a house:

Floor Area of (i) Proposed extension () Sq. M.

(ii) Any existing extensions to the property () Sq. M.

(iii) Amount of private open space remaining to the rear of the house .ie excluding garages/stores () Sq. M.

NB. ALL DRAWINGS SHOULD BE SUBMITTED IN A METRIC SCALE

(c) Additional Information if the development involves the Erection of garages / stores etc within the garden of a house

Floor Area of (i) Proposed store / garage / shed etc () Sq. M.

(ii) Any existing store / garage / shed in the garden () Sq. M.

(iii) Amount of private open space remaining to the rear or side of the house .i.e. excluding garages/stores () Sq. M.

N.B. (i), (ii) and (iii) must be individually and clearly defined on submitted drawings for each of the above categories

5 In the case of any building or buildings to be retained on site, or for a change of use of the property, please state:

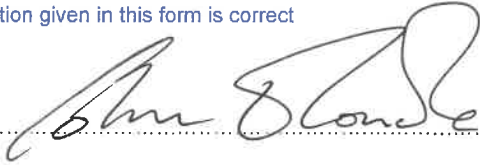
(a) Present use of each floor or use when last used:

Hostel accommodation

(b) Proposed use of each floor: Accommodation for persons seeking international protection

I HEREBY DECLARE that the information given in this form is correct

Signature of Applicant (or his Agent):



Date:

6 Aug 2026

List of drawings in metric required with application – tick box:

Site Location plan (1:1000) ☒

Layout Plan (1:200 or 1:500) ☐

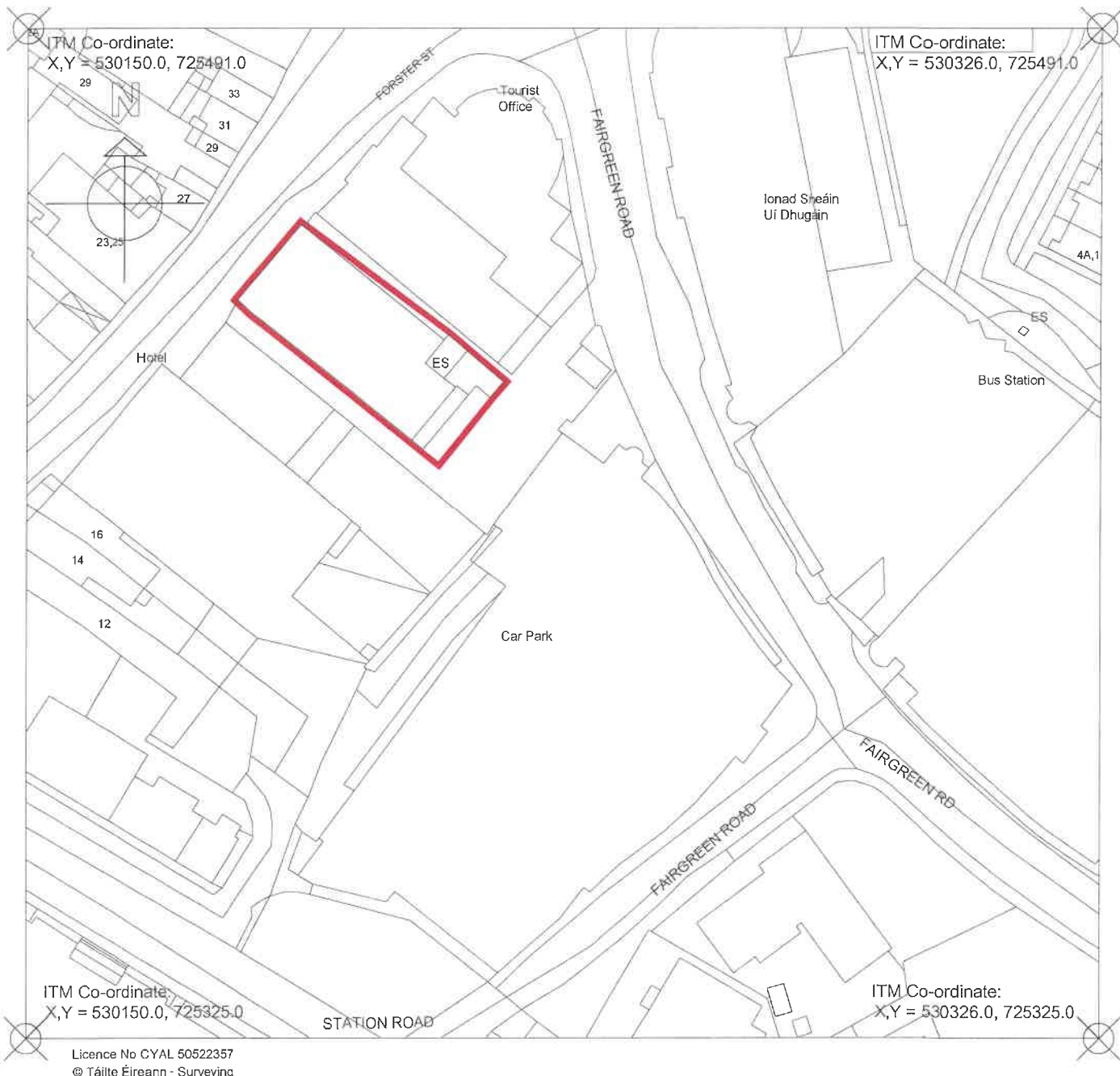
Plans and Elevations (1:50 or 1:100) ☐

Appropriate Fee €80.00 ☒

Fees can be paid by cash, cheque, debit card or credit card at the cash office in City Hall. Payment can also be made by phoning Customer Service on (091) 536960.

The Law Governing the Planning System is set out in the Planning and Development Act 2000 and the Planning and Development Regulations 2001 and 2002. These may be accessed by way of a link with the Department of the Environment <http://www.environ.ie/devindex.html>

The Acts and the Regulations can also be purchased from the Government Publications Sale Office. Sun Alliance House, Molesworth Street, Dublin 2.
Telephone 01 647 6834/35/36/37)



NOTES

- 1) SITE OUTLINED IN RED.
- 2) DO NOT SCALE THIS DRAWING.
- 3) THE COPYRIGHT OF THIS DRAWING IS VESTED IN OCCE AND MAY NOT BE REPRODUCED WITHOUT EXPRESS WRITTEN CONSENT FROM OCCE.
- 4) EXTRACT FROM DIGITAL TAILTE EIREANN MAPPING (SEE ITM CORNER CO-ORDINATES)

CLIENT
Realt na Mara Hospitality Ltd.

PROJECT TITLE
SECTION 5 DECLARATION
Bunk Boutique Hostel

DRAWING TITLE
SITE LOCATION

PROJECT No.
26064

DRAWING No.		REV
AP 01		---
DRN BY: CC	CHKD BY: CC	
APP BY: CC	DATE	
SCALE: 1/1000	AUG 2026	

STATUS
Planning

occe

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Planning Report

Section 5 Application – Declaration of Exempted Development

The accommodation of persons seeking international protection at Bunk Boutique Hostel, Kiltartan House , Forster Street , Galway H91 T1KX

Galway City Council
August 2026

Submitted on behalf of:
Realt na Mara Hospitality Ltd

occe

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1 Introduction

Ó Conaire Consulting Engineers, Main Street, Ballindine, Co. Mayo, have prepared this report to accompany an application for a Section 5 Declaration of Exempted Development, on behalf of Realt na Mara Hospitality Ltd, in respect of the use of a hostel at Bunk Boutique Hostel, Kiltartan House , Forster Street , Galway H91 T1KX. The property has been, and continues to be, in use as an IPAS accommodation centre.

The applicant is currently in active negotiations with the Department of Justice, Home Affairs and Migration in renewing the contract for continued use of the premises. To progress this renewal, a Section 5 Declaration is now a requirement by the Department to renew the contract.

The proposed use, which is the subject of this Section 5 application is the use of the property on behalf of the Minister for Justice, Home Affairs and Migration to accommodate persons seeking international protection. ***No works are being sought as part of this declaration, and this section 5 application relates to the use of the section of the building previously permitted for hostel use only.***

The question before the planning authority is:

"Whether the use of a hostel at Bunk Boutique Hostel, Kiltartan House , Forster Street , Galway H91 T1KX, to provide accommodation for displaced persons or persons seeking international protection, constitutes exempted development or does not constitute exempt development?"

The definition of international protection relied upon in this application is as follows.

1. 'International protection', for the purpose of this class, has the meaning given to it in section 2(1) of the International Protection Act 2015 (No. 66 of 2015).

Consequently, 'International Protection' is defined under the 2015 Act as:

- a) as a refugee, on the basis of a refugee declaration, or
- b) as a person eligible for subsidiary protection, on the basis of a subsidiary protection declaration;

Thereafter, for the purposes of this exemption, people under international protection shall be defined based on the above.

2 Site Description

The Bunk Boutique Hostel is located in Kiltartan House, a mixed use building on Forster Street. It is located centrally in Galway City beside the main transport hub (Galway Bus & Tran Station). It is walking distance from the many amenities available in the city centre including shops and restaurants.

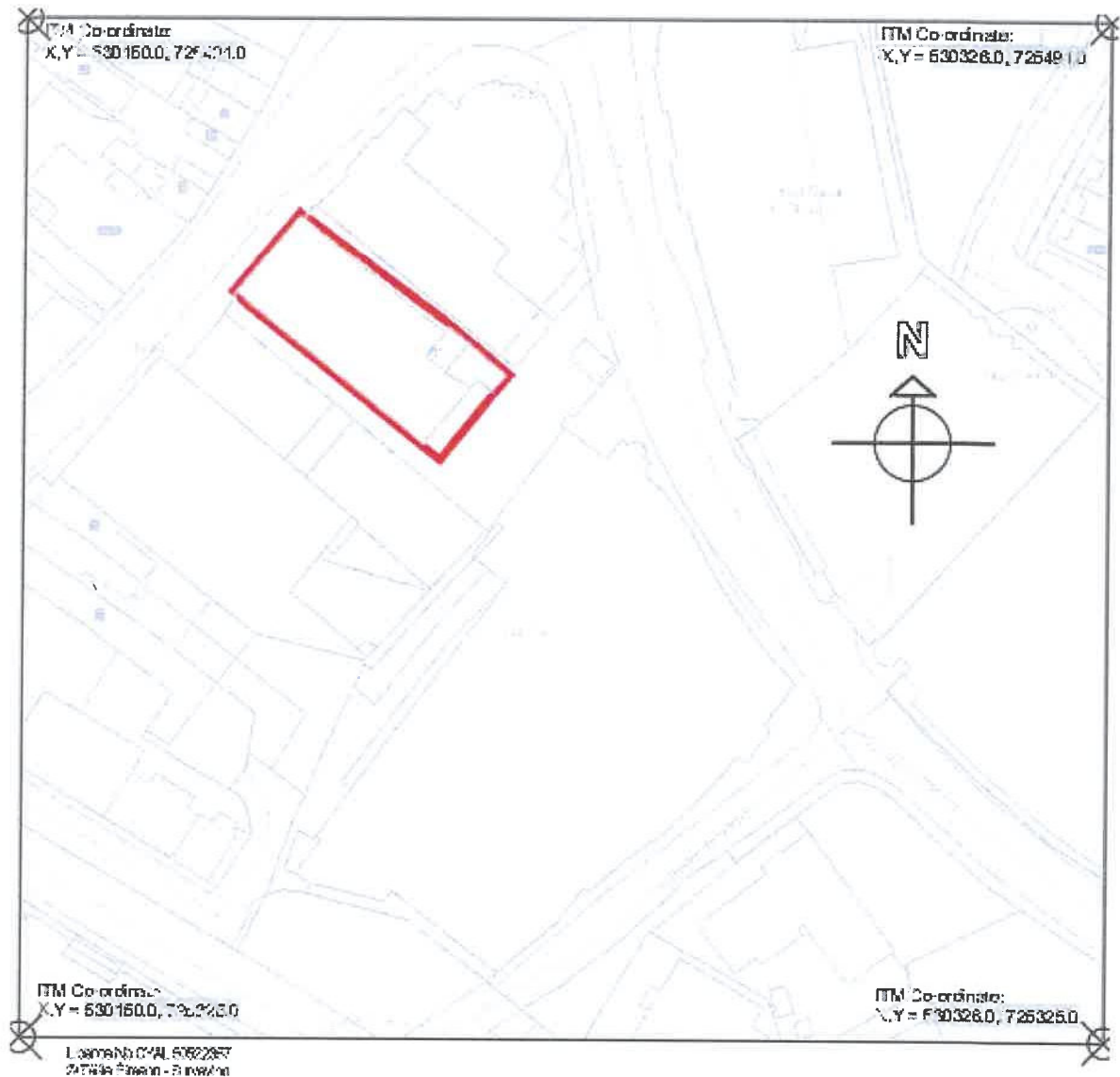


Figure 2-1 Location map with Bunk Boutique Hostel outlined in red

The hostel use of the section of Kiltartan House building as Bunk Boutique Hostel was permitted under:

- 12/148 Permission is sought for a) retention of elevation alterations for additional windows and ground floor alterations to previously approved rear extension under planning reference 00/118 and b) change of use of existing offices to hostel comprised of four storeys providing 9 bedrooms with associated reception area, communal room, kitchen, dining room, laundry room and all associated works and to include additional signage to front and rear.
- 14/ 293 Permission for change of use of existing first floor office space to hostel accommodation. Proposed new hostel accommodation to provide an extra twelve en-suite bedrooms, common room, kitchen and dining area to existing hostel granted under Pl. Ref. 12/148. Development will also provide one new fire escape stairs/exit at ground floor and alterations to existing external fire escape stairs

3 Proposed Use

The application seeks to obtain a declaration that the change of use from hostel to use as accommodation for displaced persons and persons seeking international protection is exempted development. No works are being sought with regard to this declaration and the determination of the planning authority is only sought in respect of a change of use as set above under Class 14(h) of the Planning and Development Regulations 2001-2024.

4 Legislative Provisions

It is submitted that the subject property, which has operated as a hostel, is applicable for the change of use as proposed in the provisions of Class 14(h) contained within the Planning and Development Regulations 2001-2024 Schedule 2, Article 6, Part 1.

Class 14(h) is contained within of S.I. No. 582 of 2015 of the Planning and Development (Amendment) (No. 4) Regulations 2015. We refer to the provisions of exempted development Class 14(h) which states that:

Development consisting of a change of use:

(h) from use as a hotel, motel, hostel, guesthouse, holiday accommodation, convent, monastery, Defence Forces barracks or other premises or residential institution providing overnight accommodation, or part thereof, or from the change of use specified in paragraph (1) of the said premises or institution, or part thereof, to use as accommodation for protected persons'

Class 14(h) is inserted by Article 4 of S.I. No. 582/2015 Planning and Development (Amendment) (No. 4) Regulations 2015.

Article 4 of these Regulations Inserts 4 new classes of exempted development into the Planning and Development Regulations 2001 ("the Principal Regulations"), which has the effect that the changes of use specified in the new classes are exempted from the requirement to obtain planning permission. The new classes of exempted development are as follows:

"Class 14(h): Change of use of various forms of premises providing residential or overnight accommodation to specific use as accommodation for refugees and asylum seekers, as defined in legislation. This class of exempted development will assist in implementing the Government's Irish Refugee Protection Programme (IRPP), which was established on 10 September 2015 in response to the migration crisis in central and southern Europe."

As per Class 14(h) as noted above, a variety of premises providing residential or overnight accommodation can be used for the purpose of accommodating refugees and asylum seekers, we confirm that the property to which this Section 5 application relates is a hostel. It is considered the definition of a hostel falls under the umbrella of 'premises providing residential or overnight accommodation. On this basis, it is submitted that the subject site can avail of the exemption afforded under Class 14(h).

5 Conclusion

The subject site at the Bunk Boutique Hostel has had an established long-standing history as a hostel and it qualifies for a change of use to provide accommodation for persons seeking international protection under the provisions of Class 14(h) contained within the Planning and Development Regulations 2001-2024 Schedule 2, Article 6, Part 1.

Therefore, the question before the planning authority is:

"Whether the use of Bunk Boutique Hostel, Kiltartan House , Forster Street , Galway H91 T1KX, to provide accommodation for persons seeking international protection, constitutes exempted development or does not constitute exempt development?"

We request that Galway City Council make a declaration under Section 5 of the Planning and Development Act 2000 (as amended) as to whether the proposed use of the building is exempt development or does not constitute exempt development at Bunk Boutique Hostel, Kiltartan House , Forster Street , Galway H91 T1KX. No works are being sought as part of this declaration.

Should you have any queries or require any further information including access to the building, please do not hesitate to contact the undersigned.



Colm Ó Conaire
Chartered Engineer
Ó Conaire Consulting Engineers