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| 4. | 2002/A068 | - | Miss A McLaughlin<br>Dwelling to rear of No 19<br>Beragh Hill Road, Derry.  | - | Reported by<br>Mr Speirs<br>Appeal allowed<br>Vote: unanimous      |
| 5. | 2002/A078 | - | Mr S Quinn<br>Dwelling on land North of No 4<br>Ballyrusley Road, Portaferry.   | - | Reported by<br>Mr Martin<br>Appeal adjourned                       |
| 6. | 2002/A040 | - | Mr M McLarnon<br>Dwelling & garage 80 m south<br>of 25 Ballysculty Road,<br>Muckamore.  | - | Reported by<br>Mr McCaw<br>Appeal dismissed<br>Vote: unanimous     |
| 7. | 2002/A124 | - | Mr J Moore<br>Dwelling on land adjacent to 68<br>Cairn Road, Carrickfergus.   | - | Reported by<br>Mrs Campbell<br>Appeal dismissed<br>Vote: unanimous |
| 8. | 2002/A036 | - | Mr H Gamble<br>Changes of use of agricultural<br>farm outbuildings to workshop<br>and storage units at the<br>junctions of Hawe Road,<br>Donaghadee Road, High<br>Bangor Road and Springwell<br>Road, Groomsport. | - | Reported by<br>Mrs Campbell<br>Appeal allowed<br>Vote: unanimous   |
| 9. | 2002/A062 | - | Mr B Torrens<br>Dwelling & garage adjacent to<br>115 Agivey Road, Kilrea.   | - | Reported by<br>Mrs McCabe<br>Appeal dismissed<br>Vote: unanimous   |

**86/02 Appeals lodged outside the 6 month statutory period**

- (a) The Commission agreed the following amendment to minute 43/02 dated 12 August 2002. It was decided that the Commission will accept
1. All Article 32 appeals received within a 7 month period from the date of the decision notice.
  2. All Article 33 appeals received in the period between 2 and 8 months from the date the application was received by the Department or within 6 months of the end date of any extended period for the issue of a decision agreed in writing between the Department and the applicant.
- (b) If an appeal falls outside the periods specified under (a) and does not include a reason for accepting the out of time appeal, the administrative staff should write to the applicant/agent seeking reasons and requesting confirmation of the date of receipt of the Department's decision/date the application would have been received by the Department or copy of written agreement between the

Department and the applicant to extend the period for the issue of a decision. This letter should include a paragraph advising that if no reasons are received within 3 weeks of the date of the letter then the Commission will assume that it is not the applicants intention to proceed with an appeal and any fee received would be returned to the applicant.

- (c) All out of time appeals falling outside the periods specified under (a) and including a reason why they should be accepted shall be referred to the Chief or the Deputy Chief Commissioner for consideration on the basis of whether exceptional circumstances justify accepting the appeal.

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Chairman

9<sup>th</sup> December 2002