



Transportation Department
 Fingal County Council
 Grove Road
 Blanchardstown Dublin 15

Telephone: (01) 8905000
 Fax: (01) 8905899
 Email: roads@fingalcoco.ie

ROAD OPENING LICENCE APPLICATION FORM

Part 1

Contractors/Applicants Name:

Address:

.....

Contact Telephone Number: Mobile:

Fax: Email:

Refer. No/Drawing No:

Name of Road/Street affected:

Road Detail -From: To:

DIMENSIONS OF AREA (metres)

Length of	Length of	Length of
<u>Footpath</u>	<u>Roadway</u>	<u>Grass Area</u>
<u>Width</u>	<u>Width</u>	<u>Width</u>

Duration of Works **Dates** from..... to.....

Hours from..... to.....

Purpose of Works.....

Other approvals necessary to facilitate this application:

If the permission of the Water Services Department is required and has been obtained in respect of water/sewer connections:

Please state:

Water/Sewer Connection Approval Number _____

Note: Road Opening Licences cannot be issued until Water/Sewer Connections are approved.

INSURANCE DETAILS

Name of Insurance Company: _____ Policy No: _____

Level of Public Liability Cover: _____ Expiry Date: _____

Indemnification of Local Authority provided (Yes/No) _____

Details of other Insurance Cover as required: _____

Please attach a copy of Insurance Certificate

Temporary Road Closure

Does this application require approval for a temporary road closure: Yes No:

Tick as appropriate

If **YES** please attach a copy of the approval notice issued by Fingal County Council, Transportation Department in respect of same.

Applicants Signature:.....

NAME (Block Capitals)..... Date.....

Designated Contact Person..... Tel No: Day:..... Evenings.....

Mobile No:

Fingal County Council – Contact Numbers for this application

AREA 01 BS	AREA 02 MH	AREA 03 CM
Balbriggan Depot Fancourt, Balbriggan Co. Dublin	Swords Depot The Courtyard, Watery Lane, Swords	Coolmine Depot Coolmine Industrial Estate Coolmine, Dublin 15
Area Engineer: <i>Ken Jones</i>	Area Engineer: <i>Seamus Ó'Mongain</i>	Area Engineer: <i>Naomi Rooney</i>
Inspectors: <i>Paddy Mulligan</i> <i>John Kelly</i>	Inspectors: <i>Noel Shiels</i> <i>Tommie McCormack</i>	Inspectors: <i>Eamonn Brady</i>
Tele No.: 01- 8412604	Tele No.: 01- 8905928/35	Tele No.: 01- 8214446
Responsible for area including: Balbriggan, Skerries, Rush, Lusk, Oldtown.	Responsible for area including: Swords, Malahide, Howth, Santry, Donabate, Portrane.	Responsible for area including: Coolmine, Mulhuddart, Castleknock, Blanchardstown

Conditions applying to this Road Opening Licence Application made to Fingal County Council, Transportation Department

The following must accompany all applications:-

- 1) A detailed site location map (to scale 1:500/1:1000).
 - 2) Location map of the area.
 - 3) Brief but detailed description of proposed works.
 - 4) 3 copies of proposed works & site location map.
- All fees due by the applicant must be lodged with the Council on approval of the application. No licence will be issued by the Council until the fees outlined in the approval are paid in full.
 - **Evidence of valid public liability insurance cover to the value of €6.35m and indemnity to Fingal County Council must be submitted to the Council with the application. Evidence of other insurance cover as required by the Council must also be submitted. – *must be attached.***
 - Where it is proposed to undertake works on, in, under or over a grass verge or public open space under the control of the Council's Parks Department the applicant shall consult and agree in advance with the Parks Department the details of the proposed works. Evidence of such agreement must be submitted to the Transportation Department with this application.
 - Evidence of permission obtained concerning water connections, sewer connections, temporary road closures etc. relevant to this application must be accompany the application. This application should not be submitted to the Transportation Department until the permission has been granted.
 - The commencement date of the works and the date of completion of final reinstatement given by the applicant must be given as accurately as possible as these dates are the dates which will constitute the length of time for which any subsequent licence issued will be valid.
 - Where traffic disruption is unavoidable a detailed Traffic Management Plan must accompany this application.
 - Applicants for road opening licences are advised that standards as per **Chapter 8 of the Traffic Signs Manual 2006-Circular letter RST 1/2007** will be applied in the assessment of their application
 - **All applications must be returned to the Road Accounts, Transportation Department, Fingal County Council, Grove Road, Blanchardstown, Dublin 15.**

For Fingal County Council Office Use Only

Licence No: _____ Applicant/Contractor: _____

Location of Works: _____

FEE CALCULATION

The following fees are levied to cover a cash bond for permanently reinstating the opening, a long term damage charge and a processing fee.

A. Re-Instatement Fee

Surface Type	Area	Rate	Amount Payable
Roadway	_____	€100/m ²	€
Footpath	_____	€100/m ²	€
Grass Verge	_____	€ 30/m ²	€
Trenches > 20m in length		€	€
Special Paving area etc		€	€

<i>(Note: Minimum charge of €1000 applies)</i>			€

B. Processing Fee:

Calculated as 20% of Re-Instatement fee

Non -
Refundable

€ _____

C. Long Term Damage

Surface Type	Length	Rate	Non - Refundable	Amount
Roadway	_____	€15/m	€	
Footpath	_____	€10/m	€	
Pay and Display area			€	
			-----	→ € _____

€

Refundable
(A - B)

€

TOTAL
Non-Refundable
(B + C)

€

TOTAL
Amount Due
(A + C)

Calculated by:

Area Engineer

Signature _____

Date: _____

Additional Conditions:

Part 2 & 3

TO BE RETAINED by the contractor and submitted to: Roads Accounts, Transportation Department, Fingal County Council, Grove Road, Blanchardstown, Dublin 15, when Permanent Re-instatement has been completed and Refund is applied for.

Enter the Road Opening Licence No. :

Part 2 – Reinstatement

Contractor.....Contact Tele No.:

Address.....Fax:

Reinstatement Closure Dimensions

Road/Street Name	Location	F'Way/C'Way or Grass	Length	Width	Date Completed	Material

I certify that the above permanent reinstatements have been completed in accordance with the conditions and specifications laid down in Road Opening Licence No. and that the responsibility for the above will rest with me for a guarantee period of 24 months from the date of the certification by the Council of the satisfactory completion of the permanent reinstatement. If any remedial works are required during the guarantee period they shall be carried out by me to the requirements and satisfaction of Fingal County Council.

Signed..... Date.....

NAME (Block Capitals).....

Part 3 - Refund (N.B. All refunds must be claimed within 3 years of the date of the licence)

I have certified that the trench has been reinstated in accordance with the Council's specification as conditioned in the licence issued in respect of these works.

Signed: _____ Date: _____

FOR FINGAL COUNTY COUNCIL OFFICE USE ONLY

I have inspected the work. This was a visual inspection only and does not take account of any works covered up. I recommend that a refund be GRANTED / REFUSED (delete as appropriate).

Signed: _____ (Area Inspector) Date: _____

Signed: _____ (Area Engineer) Date: _____

If a refund is being refused in part or in whole please state reason:
