



**COMHAIRLE BHALE CHAISLEAN A'BHAIRRAI**

**CASTLEBAR TOWN COUNCIL**

**ROAD OPENING LICENCE**

**LICENCE APPLICATION PROCEDURE:**

A licence application form for the opening of a public road or footpath may be obtained from;

Castlebar Town Council,  
Roads Section,  
Engineering Office,  
Marsh House,  
Newtown,  
Castlebar,  
Telephone (094)9023350.

A dimensioned sketch must accompany all application forms. The licensee is also required to have a Public Liability and Employer Insurance cover indemnifying Castlebar Town Council against any third party claims. (Public Liability minimum cover minimum €6.4 million & Employer Insurance cover minimum €13 million) The appropriate fee must accompany an original of your insurance also.

**Applicable Fee:**

**Applicant Name (Capital letters):** \_\_\_\_\_

**Applicant's signature or representative:** \_\_\_\_\_

**Applicant Address:** \_\_\_\_\_

\_\_\_\_\_

## LICENCE FOR OPENING THE PUBLIC ROAD OR FOOTPATH

Ref No. P.D.....

I \_\_\_\_\_ of \_\_\_\_\_ hereafter called the licensee apply for permission to open the public road or footpath at \_\_\_\_\_  
for the purpose of \_\_\_\_\_  
and I agree to do the work under the following conditions:

1. That the work shall commence on \_\_\_\_\_ and shall be completed within \_\_\_\_\_ days.
2. That the licensee shall indemnify Castlebar Town Council against all claims for injuries or damages arising out of the opening of the public road / footpath from whatever source arising until the Town Council Engineer has certified that the work is completed to his satisfaction.
3. That the licence shall indemnify Castlebar Town Council against all claims for injuries or damages arising out of works which are carried out by agreement by Castlebar Town Council on behalf of the licensee.
4. That satisfactory road signs in accordance with the relevant standards shall be erected and maintained in position while work is in progress in accordance with the layout submitted. No work shall be carried out on the road / footpath until the signs are in place.
5. That the trench and surface be restored to the satisfaction of the Town Council Engineer in accordance with the following specification.
  - a. That all excavated material be removed from the cutting and hauled to spoil.
  - b. All roads crossings shall be backfilled with lean mix concrete to within 75mm of existing road level, suitably compacted or as agreed with the Town Council Engineer.
  - c. The top 75mm of the cutting shall be filled with stepmix or dense bitumen macadam and the cutting shall be kept in a safe condition at all times as final re-instatement has been carried out and certified by the Castlebar Town Engineer.
  - d. The top 75mm of the cutting shall be filled with DBM or HRA to match the existing pavement construction or as agreed with Castlebar Town Council.
  - e. Longitudinal installations and trench excavations shall be straight, of reasonable length and laid out parallel to the centre of the road / footway in so far as practicable. In the case of transverse road or footway crossings, the alignment shall be at right angles to the kerb or property line.

- f. In the case of cutting through concrete roads or footpaths, the whole panel of concrete shall be removed, the sub-base compacted and the whole panel of concrete replaced in accordance with Specification.
6. That the position of all underground services has been ascertained by the licensee before work commences and any damage caused to underground services will be repaired by the licensee at his or her expense.
  7. That where a connection to a watermain is being made the work shall be carried out in accordance with Castlebar Town Council and Mayo County Council Conditions for such works.
  8. That where a connection to a sewer is being made details of the proposed method of connecting to the sewer shall be submitted and agreed with the Town Council Engineer and Mayo Council Engineering Staff. A final inspection of the connection shall take place before the pipe is back-filled. The work shall be carried out as directed by the Town Council Engineer.
  9. Where road markings are removed or damaged a record of the layout and locations shall be taken by the utility / company in order to facilitate their reinstatement upon completion of the works.
  10. All road markings shall be reinstated by the appropriate utility / company immediately after reinstatement is completed. The road marking shall be carried out by a reputable lining contractor approved by Castlebar Town Council.

**Town Engineer's Recommendation**

Road Restoration Fee Payable: € \_\_\_\_\_

Administration Fee: € \_\_\_\_\_

Insurance Fee Payable: € \_\_\_\_\_

**TOTAL:** € \_\_\_\_\_

**Special Conditions:**

1.

2.

3.

4.

**SIGNED:** \_\_\_\_\_ **T.E** **DATE:** \_\_\_\_\_