



**Comhairle Contae
Dhún na nGall**
Donegal County Council

**COMHAIRLE CHONTAE DHÚN NA NGALL
DONEGAL COUNTY COUNCIL
COUNTY HOUSE, LIFFORD, CO. DONEGAL
F93 Y622**

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APPLICATION FOR A LICENCE TO OPEN A PUBLIC ROAD

Please complete the form using BLOCK CAPITALS. Sign and date the Application.

1. APPLICANT DETAILS:

Name: _____

Address: _____

Phone No.: _____

Mobile No.: _____

E-mail: _____ @ _____

2. PROPERTY AND CUSTOMER DETAILS FOR WHICH APPLICATION IS BEING MADE:

Planning Ref. No.: _____

Name of Owner:
(if different to applicant) _____

Customer ID Number:
(See Guidance Note C) _____

Address of Property: _____

3. ROAD OPENING DETAILS: (See Guidance Note E)

Reason road opening is required: _____

Standard road crossing (Yes/ No): _____

Excavation length required (in metres):

- Road Surface: _____
(Including grass verge less than 1m from road edge)
- Footpath: _____
- Road verge more than 1m from road edge: _____

Manholes (number):

- In carriageway: _____
- In grass verge: _____

Have you checked with utility companies to establish if they already have other services in the road – and, where present, marked their location on an attached map?

Checked (Yes/ No): _____

Details of Contractor who will undertake the work:

- Contractor Name: _____
- Contractor Address: _____

4. STANDARD CONDITIONS:

The applicant accepts and undertakes the following:

8.1 To indemnify Donegal County Council and their personnel against any claims for damage or injury to property or person arising from the works. The indemnity shall include for damage to property of the Council and to services being the property of the Council or others, and, shall be operative until the expiration of twelve months from the date on which the roadway/footpath/road verge is opened, or until such time as all reinstatement work is satisfactorily completed.

8.2 To pay all fees and any extra charges levied to cover the costs incurred.

8.3 To grant leave of entry at all reasonable times to authorised staff of the Council carrying out inspections.

8.4 In the case of multiple developments, to supply details of purchasers/occupiers of individual units.

8.5 To undertake to remove all rubbish, materials, and equipment, and to restore the roadway, verge or footpath without delay to the entire satisfaction of the Council.

8.6 To undertake to refrain from opening any channel across the road, verge or footpath to such an extent as to make the passage of persons, animals or vehicles unsafe.

5. DECLARATION:

I hereby apply to Donegal County Council to open a public roadway/footpath/verge based on the above information. I have read the standard conditions for such works and confirm that I understand and accept them in full. All works will be undertaken in accordance with the standard conditions and the detailed specification that will be issued by the Council along with the licence.

It is my understanding that the filling of this form does not constitute permission to to open a public roadway, footpath or verge. Furthermore, prior to the licence being issued I will be obliged to pay all fees levied in respect of this application and provide the required insurance indemnity for the works to be carried out.

Signed:

Date:

Guidance Notes

- A. This form should be completed clearly and legibly – incomplete or illegible forms will be returned.
- B. This application form must be accompanied by a site location and site layout map clearly indicating the location of the opening of public roadway. Hand-drawn sketches are not acceptable.
- C. If the property owner has had previous dealings with the Council involving a financial transaction, he/she/they will already have a Customer ID number. That number is to be given in *Section 2*.
- D. Definitions
 - i. The term “public roadway” means any roadway in the charge of the Council, and includes any area between the fences, whether surfaced or not.
 - ii. When applying for a road opening, it is incumbent on the applicant to establish if any other services are already in the road (e.g. power lines, telephone cables, etc.) and mark their location on a submitted map
 - iii. ‘Standard road crossing’ shall mean crossing any 2-lane Road less than 8m wide (including hard shoulder)
- E. The appropriate fees will be notified to you in due course and must be paid in full before the licence is issued.