

FORM T3

**MINIMUM IMPACT WORKS NOTIFICATION**

**Licence Application for a Single Excavation less than 5 square metres in area  
with minimum impact on Traffic or Pedestrian Flow**

Civic offices Tel: 01-2744900 , Fax: 01- 2860930.

Applicant: \_\_\_\_\_ Applicant Ref. \_\_\_\_\_

Address of Applicant: \_\_\_\_\_  
\_\_\_\_\_

Contact Telephone No: \_\_\_\_\_ Fax No: \_\_\_\_\_ E-mail: \_\_\_\_\_

Exact location of proposed works: \_\_\_\_\_  
\_\_\_\_\_

Purpose of excavation: \_\_\_\_\_  
\_\_\_\_\_

Area of Excavation: Road \_\_\_\_\_ m2 Footpath \_\_\_\_\_ m2 Open Space \_\_\_\_\_ m2

**If Total excavation is greater than 5 m2, USE FORM T1**

- Is a Temporary Street Closure required: Yes  No  **If Yes, use FORM R1 also**
- Are Road Markings Affected.: Yes  No
- Are Traffic Loops or Signalised Junctions Affected: Yes  No  **If Yes, how many?** \_\_\_\_\_
- Are Pay & Display Parking Bays Affected: Yes  No  **If Yes, how many?** \_\_\_\_\_
- Is a Road Crossing Required Yes  No  **If Yes, No. of Traffic Lanes: \_\_\_ (Inbound) \_\_\_ ( Outbound)**
- Is a Recently Resurfaced Roadway Affected: Yes  No  **If yes, further conditions will be advised.**
- Is a Footpath Affected: Yes  No  **If Yes, please attach a drawing to indicate extent, layout, signage, guardrails etc of temporary footpath around works**

Proposed duration of works: Dates From \_\_\_\_\_ To: \_\_\_\_\_

**Does the applicant have the required Insurances to indemnify Bray Town Council against all claims in respect of injury to persons or property arising out of the opening of the street or footpath until completion of the Maintenance Period:**

Yes  No  (See Condition 2 over)

If the works are to be carried out by a contractor, complete the following:-

Name of Contractor: \_\_\_\_\_

Address of Contractor: \_\_\_\_\_

Telephone No: \_\_\_\_\_ Fax No: \_\_\_\_\_ Mobile Tel. No: \_\_\_\_\_

Designated Contact Person: \_\_\_\_\_ Mobile Tel. No. \_\_\_\_\_ Tel No. Night \_\_\_\_\_

Date : \_\_\_\_\_ Signed: \_\_\_\_\_

NAME: (Block Capitals) \_\_\_\_\_

**PLEASE REFER OVERLEAF TO LICENCE CONDITIONS PERTAINING TO THIS APPLICATION**

*For official use only*

Licence Number:		Application Fee:	€
Road Impact Number:		Deposit:	€
Roadworks Moratoria:		Long Term Damage Fee:	€
Receipt Number:		Miscellaneous Traffic Charges:	€
Utility Reference No.		TOTAL:	€

### LICENCE CONDITIONS T3

1. The Licensee shall only carry out the works within the times and dates indicated on the Licence. This Licence application only appertains to areas within the jurisdiction of Bray Town Council. On the direction of An Garda Síochána or a authorised officer of Bray Town Council, works must be immediately suspended and safe provision made for pedestrians and vehicular traffic flow. The reasons for ordering a cessation will be confirmed.
2. The Licensee shall and hereby does indemnify Bray Town Council against all responsibility in respect to injury of persons or property arising in conjunction with this licence until completion of the maintenance period. **The minimum indemnity for a single accident shall be €6,500,000**
3. Responsibility for the excavation and the permanent reinstatement remains with the Licensee for a maintenance period of twenty four months from the date of excavation. Any remedial works required during this maintenance period, shall be carried out by the Licensee to the requirements of Bray Town Council. The maintenance period shall be extended for a period of twenty four months from the date of completion of all remedial works.
4. Immediate permanent reinstatement is defined as a one-stage reinstatement procedure where, in general, a cement bound material rather than a granular material is used as a sub-base or backfill material to make up the level to the base of the road pavement and the reinstatement is completed.
5. Permanent reinstatement is defined as the second stage of a two-stage reinstatement procedure where the temporary reinstatement is removed and the permanent pavement reinstatement is completed.
6. It is a condition of this licence that all reinstatements shall be in accordance with “Directions for Roadworks Control”, .
7. In the execution of the work to which this licence relates, the licensee shall exercise all reasonable care to avoid inconvenience to pedestrians and vehicular traffic. Where works interfere with a public footpath a temporary footpath with suitable handrails and nonslip ramps shall be provided around the works. In particular a hazard must not be created for blind or partially sighted users of the public road/footpath. Control and signposting of roadworks shall be in accordance with the 'Traffic Signs Manual' (Department of the Environment and Local Government, available for purchase from Government Publications Sales Office Phone: 01-6793515).
8. The cost of this licence shall be calculated by Bray Town Council and shall include a standard application fee, a standard deposit, a long-term damage charge and any applicable costs associated with the temporary removal of traffic parking bays and traffic loops. These costs shall be paid by the licensee prior to the issue of the licence. Twenty one months from the date of excavation the licensee should apply to the Roads Control Unit of Bray Town Council for repayment of the deposit quoting the relevant Licence number. Following inspection by Bray Town Council and certification that the works are in order the deposit will be returned to the Licensee on completion of the maintenance period.
9. All works, including overnight and temporary storage of plant and equipment, shall be in accordance with the N.R.A. 'Specification for Road Works' (available for purchase from the National Roads Authority) and the “**Guidelines for the Opening, Backfilling and Reinstatement of Trenches in Public Roads**” published by the DOE&LG, 2002. May be obtained from the DOE&LG Roads & Local Services Section – Phone 8882272.
10. Cement bound material shall be to Cl.806 wet lean mix, Cl.1038 cement bound granular material, Cl.1039 lean mix, or Cl.1043 foamed concrete. The use of foamed concrete shall be subject to prior written approval from the Roads Control Division.

11. All use of Cl.804 material must have the prior written approval of the Roads Control Division of Bray Town Council.
12. A minimum of two signs shall be displayed on site indicating the name and local contact telephone number for the contractor.
13. Advance notice of two working days shall be given to the Roads Control Inspector, Roads Bray Town Council of commencement of work and of all existing road or footpath defects.
14. Prior advance notice of two working days shall be given to the Supervising Inspector, Drainage Section (087-2225028).
15. The Licensee must bear all responsibility for the proper repair of all services damaged during excavation.
16. This licence is issued on the basis of information indicated on the application. Any subsequent amendment of this information prior to commencement of work shall be submitted in writing to Bray Town Council and subject to agreement.
17. Excavations shall be sufficiently protected to avoid harmful effects of adjacent wheel loading from both traffic and construction vehicles and to prevent undermining of the adjacent pavement.
18. If undermining of the adjacent pavement occurs, it must be cut back 75mm beyond the edge of the collapse along the whole of that section of excavation to maintain a straight edge parallel to the original excavation.
19. The specification for buried services shall be appropriate to sustain the relevant traffic loading at the depth of cover of the installed service.
20. A minimum 50mm clearance is required vertically and horizontally between individual ducts or services installed in a group.
21. Material in which services are to be laid shall be sufficiently compacted to prevent the occurrence of residual consolidation.
22. 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. Failure to meet these requirements shall cause the area of reinstatement to be extended.
23. All edges of excavated areas on concrete or bituminous footways and roadways shall be saw cut to form trimmed edges. For permanent reinstatements, a trimmed edge shall be a minimum of 100mm from the firm edge of the excavation.
24. The use of a backacter is assumed for mechanical excavation. The use of other means of mechanical excavation (e.g. trencher/top cutter) shall be subject to prior written approval from the Roads Control Unit of Bray Town Council. The use of rubber tyred excavators is required for trenches in public roads.
25. Works adjacent to or affecting traffic loops shall be subject to prior written approval from The Roads Control Division of Bray Town Council.

- 26.** The minimum width of any reinstatement shall be 750mm, any cutting in a footpath less than 2.10m wide shall have a full width reinstatement. Paths exceeding this width shall have a half width reinstatement. All reinstatement within 450mm of an existing joint shall be extended to that joint.
- 27.** All reinstatements shall be in accordance with the 'Guidelines for the Opening, Backfilling and Reinstatement of Trenches in Public Roads' April 2002 DOE.