



Comhairle Cathrach
Bhaile Átha Cliath
Dublin City Council

Roads Maintenance Services,
Floor 4, Block 2,
Civic Offices,
Wood Quay, Dublin 8.
T: 222 2255 F: 222 2689

**ROAD OPENING LICENCE
Application Form**

Before completing this form, please read the leaflet "Information on Road Opening Licences"

This form is to be completed in BLOCK LETTERS:

Applicant Name: _____

Applicant Address: _____

Contact Name: _____

Contact Office Phone Number: _____

Contact Fax Number: _____

Contact Mobile Number: _____

Contact E-Mail: _____

Location of Opening: _____

(Road/Street & Building Number)

Purpose of Opening: _____

If for surface water Drainage connection, attach licence from DCC Drainage Dept. giving approval.)

*If for connection to a foul or combined sewer and/or water main, please attach connection offer ("**Offer Letter**") and completed Counterpart Offer Letter for Water Services, which was issued to you from Irish Water.*

Surface Type(s): _____

(e.g. concrete path, setts etc.)

Planning Permission Number: _____

Public Liability Insurer & Policy No. _____

Minimum cover of €6.5 million, with specific indemnity to Dublin City Council

No excavation may be made in a public road/path without a Road Opening Licence. Under Section 13 of the Roads Act (1993), any person to do so shall be guilty of an offence.

Note: Once the Road Opening Licence is issued, no work can commence on the public road/footpath until the applicant applies for, and is granted, a T2 Traffic Permit by the Roadworks Control Unit of Dublin City Council. (Block 2, Floor 6, Civic Offices, Ph: 222-2246). Developers/Main Contractors must register with the Roadworks Control Online System (RCOS) before they can be granted a T2 permit.

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Licence Fee

Rates in force from 1st January 2017

Assistant Chief Executive Order ET/ACE/13/2017

Pavement Classification	Charge in Euro per Square Metre					
	Categories 1& 2			Categories 3,4 & 5		
Category of Road	<2m²	2-10m²	> 10m²	<2m²	2.-10m²	> 10m²
Carriageway, Parking & Lay-by Areas						
Concrete Surfacing	360	250	200	380	270	220
Bituminous Surfacing	270	180	120	320	230	200
Modular Concrete Paving	330	310	280	360	340	310
Modular Stone Paving	450	420	400	500	470	450
O'Connell Street	-	-	-	800	780	750
Footways and Pedestrian Areas	<2m²	2-10m²	> 10m²	<2m²	2-10m²	> 10m²
Concrete Surfacing	350	230	150	360	240	160
Bituminous Surfacing	150	120	100	160	130	110
Modular Concrete Paving	300	270	250	350	330	300
Modular Stone Paving	400	380	360	450	430	410
Gravel, Clay or grassed surface	30	30	30	60	60	60
Cornmarket, Henry St, Grafton St, O'Connell Street, Inchicore Rd/Sth Circular Rd (Kilmainham Lane vicinity)	-	-	-	700	680	650
Supply and lay Antique Granite flags/kerbs/limestone setts	1000	1000	1000	1000	1000	1000
	<10 lin.m		>10 lin.m			
Re-set granite kerbs	150	120		200	170	
Re-set antique granite kerbs	330	280		360	310	
Specialist Surfacing						
Anti Skid Surfacing / Cycle/ Bus Lane		80			80	
Imprinted Asphalt (ramps)		80			80	

If the calculated charge for a single Road Opening Licence using the above rates is greater than €100,000, the following rates, for the materials detailed below, should be used to calculate the portion of the fee in excess of €100,000.

Roadway (all categories of road)	
Concrete	€150/m ²
Bituminous (Surfacing only excavated)	€80/m ²
Footway (all categories of road)	
Concrete	€85/m ²
Modular Concrete Paving	€175/m ²

* The Traffic Impact Numbers of roads is given in "Directions for the Control and Management of Roadworks in Dublin City", available online at:

http://www.dublincity.ie/SiteCollectionDocuments/roadworks_control_directive.pdf

** Permanent reinstatement in modular stone/ modular concrete may **only** be completed by Dublin City Council. Licence fee shall be non-refundable.

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Charges for Long Term Damages (for 2014) are:

- Footpaths (any Traffic Impact) : €15.50/m²*
- Carriageways (Traffic Impact 1 or 2) : €15.50/m²*
- Carriageways (Traffic Impact 3, 4 or 5) : €31.00/m²*

Long Term Damages are included in the above rates, but are not refundable at the end of the maintenance period in the case of trench excavations.

Fee Calculation

Pavement Type	Length (m)	Width (m)	Area (m ²)	Rate /Sq. Metre €/m ²	Total €
TOTAL (Minimum Charge €500)					

To allow for edge ravelling 0.3 metres must be added to both length and width before multiplying. Licence pertains only to the dimensions given. Additional Fee/Licence is required for extra openings.

Checklist:

The following must be included with your application. An incomplete application will result in delays. Please tick as appropriate. Unless **every** box numbered (i) – (vi) is ticked “yes”, the application is incomplete, and a Road Opening Licence will **not** be issued. Boxes numbered (vii) & (viii) must be ticked where appropriate.

Included?

- | | Yes | No |
|--|--------------------------|--------------------------|
| (i) Completed Road Opening Licence Application Form? | <input type="checkbox"/> | <input type="checkbox"/> |
| (ii) Drawing/Sketch Included?
<i>2 no. copies</i>
<i>Location of opening is clearly shown relative to existing addresses/features</i>
<i>Proposed opening is clearly shown and dimensioned</i>
<i>Proposed manholes / boxes clearly shown and dimensioned</i> | <input type="checkbox"/> | <input type="checkbox"/> |
| (iii) Programme included?
<i>Start and completion dates of the proposed works included</i> | <input type="checkbox"/> | <input type="checkbox"/> |
| (iv) Letter From Applicant Confirming Safety Statement Is In Place?
<i>Confirms that the applicant has a valid safety statement in place, which complies with all relevant Health and Safety Legislation.</i>
<i>Identifies the company, and their registered offices</i>
<i>Signed by an authorised person, with their name and position within the company identified</i> | <input type="checkbox"/> | <input type="checkbox"/> |
| (v) Confirmation of Public Liability Insurance?
<i>Confirms that the applicant holds P.L. Insurance with a minimum indemnity of €6.5 million.</i>
<i>P.L. insurance has a specific indemnity to Dublin City Council.</i> | <input type="checkbox"/> | <input type="checkbox"/> |
| (vi) Licence Fee included?
<i>By cheque, made payable to Dublin City Council.</i> | <input type="checkbox"/> | <input type="checkbox"/> |
| (vii) Drainage Licence From Drainage Dept.
Attached? <i>(For Surface Water Sewer Connections Only)</i> | <input type="checkbox"/> | <input type="checkbox"/> |
| (viii) 'Offer Letter' and completed Counterpart Offer Letter from Irish Water for connection to foul or combined sewer | <input type="checkbox"/> | <input type="checkbox"/> |

Once the application is complete, send it, along with this form, to:
Roads Maintenance Services, Floor 4, Block 2, Civic Offices, Wood Quay, Dublin 8.
 Dublin City Council will not be held liable for applications lost/damaged in post/transit.

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Applicant Name: _____

Location of Opening: _____

This licence pertains only to the opening and reinstatement of the public road / footpath. Separate discussions must be held with and permissions obtained from other sections of Dublin City Council or from Irish Water. A copy of correspondence confirming permission to connect into Dublin City Council's or Irish Water's infrastructure must be forwarded to Roads Maintenance with this completed licence application.

I HEREBY AGREE TO:

- Fully investigate existing Utilities and obtain from the appropriate Bodies separate permission for any disturbances.
- Liaise with Dublin City Council's Roadworks Control Unit in the planning and execution of the works and to fully comply with the "Directions for the Control and Management of Roadworks in Dublin City" as issued by them.
- Ensure that any pipework or ducting is at the specified depth and restore and maintain the roadway and/or footpath to the specification of Dublin City Council's Roads Maintenance Services all of which is included in the Directions for the Control and Management of Roadworks in Dublin City.
- Lodge the required Licence Fee payable to Dublin City Council with Roads Maintenance Services, Floor 4, Block 2, Civic Offices, Dublin 8, with the licence application. The licence fee incorporates both the cost of permanent reinstatement and long-term damage to the road. The cost of the permanent reinstatement only will be refunded after the maintenance period if satisfactorily completed by the Contractor. The amount of Long Term Damages is not refundable in the case of trench excavation works.
- Alternatively the full licence fee can be offset against the Council carrying out the full permanent reinstatement.
- The licence becomes effective when signed by the Area Engineer, Roads Maintenance Services.
- Indemnify and save harmless the Council (with minimum indemnity of €6,500,000.00 for any one claim in respect of all claims, proceedings, liabilities, losses or expenses of whatever nature, howsoever arriving in connection with the activities covered by this application.) The period of cover shall be from the start of the works through until taking back in charge by DCC.
- Take charge of the defence of any proceedings as aforesaid at the request of the Council.
- The applicant **must** give written notification to the Area Engineer on completion of the works, at which point an inspection of the works will be carried out and snags agreed, a Certificate of Completion will then be issued and a maintenance period shall commence.
- In order to obtain a refund of the cost of permanent reinstatement, the applicant must apply in writing to DCC at the end of the maintenance period. Subject to the reinstatement being in a satisfactory condition a refund will be made to the applicant named on the ROL application form. Refunds must be claimed within 6 years of date of Certification of Completion or start of maintenance period.
- The applicant carries liability for the reinstatement until such time as it is formally taken back into the charge of DCC Roads Maintenance. (i.e." taking in charge" letter is issued).

Signed: _____ **Applicant** _____ **Date**

Print Name: _____ **Applicant**

Please note that by signing this you are entering into a legally binding agreement. Do not sign until you have read, and understand fully the conditions of this licence.

Office Use

Total Fee Received: _____

Approved: _____ **Area Engineer** _____ **Date**