

## APPLICATION FORM – TEMPORARY ROAD CLOSURE

(IN ACCORDANCE WITH SECTION 75 OF THE ROADS ACT 1993 – 2023 & ROAD REGULATIONS 1994)

### 8 WEEK MINIMUM ADVANCE NOTIFICATION

Applicant's Name (in block letters): \_\_\_\_\_

Company Name (in block letters): \_\_\_\_\_

Address for Correspondence: \_\_\_\_\_

Email: \_\_\_\_\_

Telephone No: \_\_\_\_\_ Contact Name: \_\_\_\_\_

#### Details of closure

Road/Street Name/Number (Map also required): \_\_\_\_\_

Section of Road: From: \_\_\_\_\_

To: \_\_\_\_\_

Dates Closed: From: \_\_\_\_\_ To: \_\_\_\_\_

Hours Closed: a) From: \_\_\_\_\_ To: \_\_\_\_\_

b) Per Day ☐ OR Entire Period (24hrs. per day) ☐

Reason for Closure: \_\_\_\_\_

Who is Closure on behalf of: \_\_\_\_\_

Road Opening Licence reference no. (if applicable): \_\_\_\_\_

Only complete this section if it is proposed to close the road in stages:

Section		Date	Date	
From	To	From	To	Hours
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

Where the road closure impacts Paid Parking please complete:

No. of Paid Parking Bays affected: _____	
<b><u>Recoupment of costs for Road Closure Notices</u></b>	
Costs will be charged once the final public notice has been placed in the newspaper/s.	
<b>FOR OFFICE USE ONLY</b>	
Cost of 1 <sup>st</sup> Public Notice:	_____
Cost of 2 <sup>nd</sup> Public Notice:	_____
Cost of Parking Bays:	_____
Total Cost:	_____

A traffic management plan (see condition no. 2) must be submitted with all applications.

Signature of Applicant \_\_\_\_\_ Date: \_\_\_\_\_

**DECLARATION**

- I hereby apply for a temporary road closure and agree to be bound by the general conditions listed on page 1 and any specific conditions imposed by Meath County Council.
- I agree to comply with the provision of the agreed works statement/traffic management plan.
- I attach evidence of a Public Liability insurance policy with a minimum limit of indemnity of €6.5m for a single claim and Employers Liability with a minimum limit of €13m, indemnifying Meath County Council against all claims, proceedings, liabilities, losses or expenses of whatever nature arising as a result of the temporary road closure (not applicable if a Road Opening Licence has been applied for).

**FOR OFFICE USE ONLY**

Temporary suspension of parking bays \_\_\_\_\_

Particular Conditions - \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Approved Officer: \_\_\_\_\_ Date: \_\_\_\_\_

Checked by: \_\_\_\_\_ Date: \_\_\_\_\_

Chargeability Job Code: \_\_\_\_\_

## **Conditions**

1. Application to be made a minimum of 8 weeks prior to the proposed closure date to allow for processing of applications and advertising.
2. The applicant must submit a Traffic Management Plan and measures to direct traffic which details the proposed diversion route(s). The plan will also give details of:
  - Provision for pedestrians and local access
  - The location and details of signage
  - Map outlining the closure

(NB – if the submitted traffic management plan is not acceptable to the Council it will be returned to the applicant and the entire road closure application may be suspended until such time as a satisfactory traffic management plan is submitted)
3. The applicant must indemnify Meath County Council against all claims, proceedings, liabilities, losses or expenses of whatever nature, however arising in connection with the road closure for the period and times during which the road closure is in place.
4. The applicant must provide evidence of Public Liability Insurance with a minimum of €6.5m of cover and Employers Liability with a minimum of €13m. This insurance must also indemnify Meath County Council by name. (This does not apply if a Road Opening Licence application has been made).
5. The applicant will pay, where appropriate, any other expenses incurred by the Council such as the suspension of parking bays, the temporary removal and replacement of traffic signs or the temporary replacement of road markings. Any such payment will be made prior to the insertion of the second advertisement. The charge payable per paid parking bay per day is €30.
6. Any breach of these conditions may result in the withdrawal of the road closure.
7. If Bus Éireann bus stop is located on road to be closed, alternative arrangements to be made with Bus Éireann.

### **Checklist before submitting:**

- ☐ **Application fully completed**
- ☐ **Traffic Management Plan enclosed**
- ☐ **Copy of Insurance Policy enclosed (where applicable)**

**The personal information (data) collected on this form, including any attachments, (which may include the collection of sensitive personal data) is collected for the purpose of processing this application and any data collected is subject to Meath County Council's privacy statement which can be found at <http://www.meath.ie/>**

Please return the completed form to: **Transportation Department, Meath County Council, Buvinda House, Dublin Road, Navan, Co. Meath, C15 Y291** or by email to [transport@meathcoco.ie](mailto:transport@meathcoco.ie)