

**COMHAIRLE CATHRACH CHORCAÍ  
CORK CITY COUNCIL**



**Roads and Transportation Directorate – Transportation Division  
Room 335, City Hall, Cork. Tel: 021-4924330**

**FORM R1      APPLICATION FOR TEMPORARY ROAD CLOSURE      [Ver.1 /Jan 19]**

Reference No: R1 / \_\_\_\_\_ /  
(Official Use Only)

1. Applicant: \_\_\_\_\_
2. Address of Applicant: \_\_\_\_\_  
\_\_\_\_\_
3. Designated Contract Person: \_\_\_\_\_
4. Contact Tel. No: \_\_\_\_\_ Mobile Tel No: \_\_\_\_\_ E-Mail: \_\_\_\_\_
5. Road/Street Name: \_\_\_\_\_
6. Section of Road: From: \_\_\_\_\_  
To: \_\_\_\_\_
7. Dates Closed: From: \_\_\_\_\_ To: \_\_\_\_\_
8. Hours Closed: From \_\_\_\_\_ To: \_\_\_\_\_
9. Reason for Closure: \_\_\_\_\_
10. Length of Road affected: \_\_\_\_\_ metres
11. Length of Disc Parking: \_\_\_\_\_
12. No. of Disc Parking Bays affected: \_\_\_\_\_ (please see note 1)

Note 1: Where parking bays are not defined a parking space shall be a 5 metre linear unit of space on a public road in a Disc Parking area

**A traffic management plan must be submitted with all applications (see Condition 3 over) together with the appropriate charge.**

I hereby apply for approval for a temporary road closure and agree to be bound by the general conditions listed and specific conditions imposed by Cork City Council.  
I agree to comply with the provisions of the agreed works statement traffic management plan.  
I hereby undertake to maintain Employers Liability of €13M and Public Liability €6.5M policy with a minimum limit of indemnity of €6,500,000 for a single claim indemnifying Cork City Council against all claims, proceedings, liabilities, losses or expenses of whatever nature arising as a result of the temporary road closure.

**Designated Contact Person/ Co-ordinator of Safety and Health on site:** \_\_\_\_\_

Mobile Tel. No. \_\_\_\_\_ Tel No. Night \_\_\_\_\_ (BLOCK CAPITALS)

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

NAME: (BLOCK CAPITALS) \_\_\_\_\_

*For official use only*

<i>Receipt Number</i>	<i>Amount</i>
Receipt Number (Fee)	
Receipt Number (Parking Charge)	

### Notes:

- Any Road Closure greater than 7 days or which is likely to have a major impact on Traffic will need to be closed in accordance with Section 75 of the Roads Act, 1993 and requires a minimum period of 4 weeks advance notice of the proposed closure. This will require the publication of an advertisement by Cork City Council. The draft wording of the advert will need to be attached to the application. Please contact the Office if you require any assistance on the information required for the advert.
- If a Parking Bay or area is being removed or is not available due to the Closure of the Roadway then the Applicant is required to pay for the loss of revenue associated with the Parking Bay. The current cost is €20.00 per bay per day or part thereof for a 1 hour zone or €10.00 per bay per day or part thereof for a 2 hour zone. Loading Bay costs are €30 per space per day at standard van size. This must be paid in advance of the closure.

### Conditions

1. Applications shall be made a minimum of one month prior to the proposed closure date to allow for processing of applications and advertising.
2. Unless otherwise directed, signs at the affected section of road should read "NO THROUGH ROAD" rather than "ROAD CLOSED".
3. As part of the Traffic Management Plan, the applicant must define:
  - Provision for Pedestrians and Local Access
  - The Locations and Details of Signage
  - The size of the works i.e. the length. This is required for fixed works i.e. works at a specific location and for moving works i.e. works which are carried out along a street or road.
4. Materials shall be stored within the area defined as the site and not on the rest of the public carriageway.
5. The public road must not be used for the location of site huts without the prior written permission of the Transportation Division.
6. No non goods vehicles shall be located within the site. Vehicles or plant not actively engaged in the work may not be kept on site.
7. The applicant shall submit the charge at the time of application to cover advertising and administration costs. Additional charges may be applied after application has been considered. See Appendix V of *"The Directions for the Control and Management of Roadworks in Cork City"* for current charges.
8. The Applicant shall and hereby does indemnify Cork City Council against all responsibility in respect to injury of persons or property arising in connection with the road closure for the period and times during which the road closure is in place. **The minimum indemnity for a single accident shall be € 6,500,000**
9. Where the proposed works results in the removal of statutory signs, the signs shall be removed at the commencement of the proposed works and replaced at the completion of the works by the Transportation Department of Cork City Council, at the applicant's expense.
10. Any other signage associated with the road closure and the maintenance of same shall be at the applicant's expense.
11. In addition, the applicant shall pay, where appropriate, any other expenses incurred by Cork City Council such as the suspension of parking bays and the temporary replacement of road markings. See Appendix V of *"The Directions for the Control and Management of Roadworks in Cork City"* for current charges.
12. Any breach of these conditions may result in the withdrawal of the road closure.
13. A notification letter to all affected residents/businesses is mandatory. The notification letter has to be issued a minimum three days in advance of any agreed closure by the applicant.