

**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.2 /May19]**

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:

- The Cork City Council Traffic Meeting is held each Tuesday in the Council Chambers, City Hall, Cork, between 1330-1530hrs. Attendance is mandatory and discussion of various applications is on a first come, first served basis. Upon discussion of each application, the most appropriate procedure under Section 75 of the Roads Act 1993, will be decided upon and the application will proceed on that basis.
- 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 five weeks 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 Site Specific 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.
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. A copy of the applicant's insurance policy must accompany each application and include the below three elements:
  - Public Liability Cover to a minimum value of €6.5million
  - Employers Liability Cover to a minimum value of €13million
  - The applicant's policy must be extended to indemnify Cork City Council against all proceedings, liabilities, losses or expenses of whatever nature, however arising, in connection or arising out of activities covered by this application.
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
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.

- “Cork City Council is committed to fulfilling its obligations imposed by the Data Protection Acts 1988 to 2018 and the GDPR. Our privacy statement and data protection policy is available at <https://www.corkcity.ie/en/council-services/public-info/gdpr/>

We request that you read these as they contain important information about how we process personal

- Tá Comhairle Cathrach Chorcaí meáite ar a cuid oibleagáidí faoi na hAchtanna um Chosaint Sonraí 1988 go 2018 agus faoi GDPR a chomhlíonadh. Tá Ráiteas i leith Príobháide agus Beartas Cosanta Sonraí le fáil ar <https://www.corkcity.ie/en/council-services/public-info/gdpr/> Iarrtar ort na cáipéisí sin a léamh toisc go bhfuil eolas tábhachtach iontu faoin tslí a ndéanaimid sonraí pearsanta a thugtar dúinn a phróiseáil.