



Comhairle Cathrach
& Contae **Luimnigh**

Limerick City
& County Council

F16

LICENCE APPLICATION FOR PLACEMENT

Of Tables, Chairs, Windscreen & Sandwich Boards, On the Public Road / Footpath.

ROADS ACT 1993 SECTION 71

Introduction

The placement of furniture on the street, especially pedestrianised streets, fronting restaurants and public houses can enhance the ambience and atmosphere of the streetscape of a modern European City like Limerick. It can enable businesses to improve services to their customers, and generate additional revenues. However, responsibilities to road users must not be forgotten. Control is necessary to ensure that unnecessary restriction is not caused, that access for emergency services such as the Fire Brigade and Ambulance is not impeded and that hazards are not posed to pedestrians from any type of obstruction, spillage or overturning. To enable necessary controls to be implemented, Limerick City & County Council has now put in place a licensing system for the placement of tables and chairs on city streets.

Before a Licence is applied for:

Before you apply for a licence, please read the General Licence Conditions for Tables and Chairs on Public Roads/Footpaths enclosed. Asset Management/Roads Maintenance Division, following consultation with An Garda Síochána and the Fire Department, will decide on the area where tables and chairs may be placed. As a general guide a minimum of 1.80m footpath clearance shall be required in front of the licenced area and in pedestrianised streets a continuous channel of at least 3 metres in width is required. This is to facilitate visually impaired persons, wheelchair users, etc.

Please remember if a licence is granted this licence will only remain in effect for one year

Licence Application Procedure:

Licence application forms for tables and chairs on the public Road/Footpath may be obtained from the Reception Desk Limerick City & County Council Dooradoyle Limerick. All application forms must be accompanied by an accurate dimensioned drawing of the area to be licensed showing the proposed number of tables and chairs, the types of tables, chairs and removable barrier to be used together with all statutory services in the area and obstructions. The Applicant must provide evidence of Employer's and Public Liability Insurance cover for limits of not less than €13 million and €6.5 million respectively in respect of legal liability for bodily injury or third party property damage claims arising in connection with the activities, the subject of this application, for the duration of the licence period.

These policies must be extended to indemnify Limerick City & County Council. Limerick City & County Council reserves the right to review this limit of indemnity for adequacy. The insurance policy shall be submitted for inspection before the Licence will be issued. The licensee is required to maintain a valid policy for the duration of the licence period.

Completed Application Forms, Drawing(s), Insurance Declaration and Insurance Policy Details should be returned directly to the Customer Service Dooradoyle Limerick or posted to Planning & Environmental Services, Limerick City & County Council, Dooradoyle Limerick. Telephone:

Ben English on 061-556228 Mobile 0787 3626726 E-mail: ben.english@limerick.ie

Business premises are not entitled to place tables, chairs, on the public footpath or street until a licence is granted.

Successful applicants will be required to pay a licence fee as per Planning & Development Regulations 2001-2018. , Schedule 12 Licence Fees Under Section 254 .

- (a) €125 per table and associated chairs (per annum).
- (b) €630 per windscreen. (per annum).

Terms of Payment

Payment must be paid upfront before a licence can be issued.

If you wish you may pay by card by contacting our cash office on 061 557296 / 556455 / 556358.

Please quote ref no PLO11 for Street furniture licence when paying the fee.

If you wish to pay by cheque please make it out to Limerick City & County Council.

Please quote ref no PLO11, when paying the fee.

Non Compliance with the Licensing Procedure:

Under Section 71 of the 1993 Roads Act any person who without lawful authority or the consent of a Roads Authority erects, places or retains on a public road any structure or thing used for the purpose of advertising, the sale of goods, the provision of services or other similar purpose shall be guilty of an offence. **Such an offence is subject to summary prosecution in the District Court and on conviction, to a fine not exceeding €1270, or at the discretion of the Court to a term of imprisonment not exceeding six months or to both such a fine and imprisonment.**

Limerick City & County expects that business premises will comply voluntarily with the licensing procedure as it now exists.

Attachments:

Please find attached:

- (1) *General Licensing Conditions*
- (2) *Licence Application Form*
- (3) *Insurance Declaration*
- (4) *E Tax Clearance Certificate*

SPECIFIC LICENCE CONDITIONS THAT WILL APPEAR ON THE FRONT OF THE LICENCE FOR THE PLACING OF STREET FURNITURE ON THE PUBLIC ROAD/FOOTPATH.

THIS LICENCE MUST BE PROMINENTLY DISPLAYED WITHIN THE PREMISES AND BE AVAILABLE FOR INSPECTION BY Limerick CITY & COUNTY COUNCIL OR A MEMBER OF AN GARDA SIOCHANA.

CONSUMPTION OF INTOXICATING LIQUOR IS EXPRESSLY CONFINED TO SEATED PATRONS WITHIN THE LICENSED AREA.

ALL PATRONS WITHIN THE LICENCED AREA MUST BE SEATED

STORAGE OF TABLES, CHAIRS AND ANCILLARY EQUIPMENT IS EXPRESSLY PROHIBITED IN A PUBLIC AREA OR IN THE VICINITY OF AN EMERGENCY EXIT

THE USE OF OVERHEAD CANOPIES AND/OR SCREENS FIXED OR HINGED TO THE PREMISES IS NOT AUTHORISED UNDER THIS LICENCE. (Planning Permission must be sought separately)

FORM SF LICENCE APPLICATION FOR THE PLACEMENT OF TABLES AND CHAIRS, ON THE PUBLIC ROAD/FOOTPATH

ROADS ACT 1993 - SECTION 71

PLANNING & DEVELOPMENT ACT 2000 – SECTION 254 FIRST APPLICATION RENEWAL OF PREVIOUS LICENCE PREVIOUS LICENCE No. _____

<u>Name of Premises and Address at which Licence is applied for:</u>	
<u>Name and Address of REGISTERED OWNER/COMPANY of Premises that licence is being applied for:</u>	Mobile Telephone No: _____ Business Telephone No: _____ Email: _____
<u>Name and Address to which notifications should be sent:</u>	
<u>Brief Description of proposed Licence Application:</u> <u>Include Number of desired Tables Chairs Wind Screen, & Sandwich Boards.</u>	
<u>Description of proposed area when furniture and ancillary equipment will be stored outside of the operating hours of this licence</u>	Note: It is not permitted to store tables and chairs in a public area or where they may impede an emergency exit.

Separate area provided in compliance with the Public Health (Tobacco) Act 2002 Yes No
Note: A smoking area cannot form part of the allocated area licenced for the placement of tables and chairs.

Dimensions of Area – Length X Breadth to be enclosed by Removable Barrier

Public Liability & Employer Liability Insurance Details

Name of Insurance Company:

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Policy Number:

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Expiry Date:

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Value:

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Documents to accompany this Application:

**Drawing
(Accurate Dimensioned Sketch)**

**Insurance
Declaration**

**Insurance Policy
Details**

**Photographs
Of Location**

I agree to abide by the conditions specified overleaf and any other condition which may be attached by the Licensing Authority:

Signature of Applicant: _____

Date: _____

For Office : Use Only	
Licence Application No:	Licence Issue Date:
Administration Fee:	Receipt No.
Licence Fee: €	Receipt No.

INSURANCE DECLARATION

**RE: LICENCE APPLICATION FOR THE PLACING OF TABLES AND CHAIRS & Structures ON
THE PUBLIC ROAD/ FOOTPATH**

- **ROADS ACT 1993 - SECTION 71**
- **PLANNING & DEVELOPMENT ACT – SECTION 254**

I hereby confirm that the insurance policy as set down hereunder provides for indemnification of Limerick City & County Council against third party claims arising from the use by me of the public road/footpath in respect of the licensed area. Employer's and Public Liability Insurance cover for limits of not less than €13 million and €6.5 million respectively

The Licensee is required to maintain a valid policy for the duration of the licence period.

Applicant: _____

Address at which Licence is applied for _____

Name of Insurance Company: _____

Policy No: _____

Expiry Date: _____

Value: _____

Signature: _____ Date: _____

NOTE: PLEASE ALSO INCLUDE A COPY OF YOUR INSURANCE POLICY WITH THIS APPLICATION

E Tax Clearance Certificates

Since December 2015, the Revenue Commissioners have changed how they issue Tax Clearance. All Tax Clearance is now given online. We can now only verify your status online. .

As your status may change, we need to access your Tax Clearance details each time you apply for a Licence. To do this we need both your PPS number and your TCAN number (this is given to you after you register online). We also need your permission to verify your status. Please note that failure to give us authorisation will result in any application for a Licence not being accepted.

Please complete and sign the section below

Name (Print): _____
PPS number: _____
TCAN number: _____
Signature: _____
Date: _____

Completed Application Forms, Drawing(s), Insurance Declaration and Insurance Policy Details should be returned directly to the Customer Service Dooradoyle Limerick or posted to Planning & Environmental Services, Limerick City & County Council, Dooradoyle Limerick. Telephone:

Ben English on 061-556228 Mobile 0787 3626726 E-mail: ben.english@limerick.ie

A licence is required under section 254 of the Planning and Development Act 2000 in respect of the erection, construction, placing or maintaining of:-

		Fee per annum
(a)	A vending Machine or coin operated machine (not being a weighing machine)	€125.00
(b)	town or landscape map for indicating directions or places	€25.00
(c)	Hoarding, fence or scaffolding	€1,250.00 (€125.00 per month or part thereof)
(d)	Advertisement structure (other than advertisement structure specified in paragraph (dd))	€630.00
(dd)	An Advertisement structure (being of a finger post type not exceeding 1 metre in length) consisting of a directional sign to indicate tourist accommodation	€50.00
(e)	Cable, wire or pipeline (not being a cable for conducting electricity for domestic or agricultural purposes or a drain or waterpipe)	€25.00 per 100 metres length or part thereof
(f)	Telephone kiosk or pedestal	€630.00
(g)	Any other appliance or structure which may be prescribed as requiring a licence under this section on, under, over or along a public road An advertisement structure exceeding 1 metre in length.	€630.00 per annum. (€63.00 per month or part thereof)
(h)	Tables and chairs outside a hotel, restaurant, public house or other establishment where food is sold for consumption on the premises	€125.00 per table
(i)	Advertisement consisting of any text, symbol, emblem, model, device or logo	€630.00
(j)	A pipe or an appliance with a pipe attachment for dispensing air or water, not being a pipe or appliance attached to a petrol or oil pump	€25.00
(k)	A weighing machine A Bring Facility	€63.00 €25.00

A licence is required under section 254 of the Planning and Development Act 2000 in respect of the erection, construction, placing or maintaining of:-