



Application for licence under Section 254
**Comhairle Cathrach
 & Contae Luimnigh**

**Limerick City
 & County Council**

I hereby wish to apply to Limerick City And County Council for a licence under section 254 of the Planning and Development Act 2000, to place/maintain /retain an appliance / apparatus / structure/sign/Banners (Delete whichever does not apply) on, under over or along a public road in accordance with the particulars as under;-

Name of Applicant			
Address			
Eircode			
Telephone No			
E Mail Address			
Type of appliance/ apparatus/ structure/sign/Banner for which licence is required:- (Full description must be given)			
Proposed location of appliance/apparatus/ structure/sign for which licence is required:- (Map to be attached)			
Type of licence. Please specify whether new or renewal	New		Renewal
Period for which licence is sought:-	From:	To:	
Fee Payable:	€		
Signature of Applicant:			
Dated:			

Application cannot be processed unless accompanied by the documents listed below, including the relevant fee.



Documents required for an application for a section 254 licence

- ♦ Site location map to scale of 1/2500 (3 no copies)
- ♦ Site layout plan showing location of proposed appliance/apparatus/structure (3 no copies)
- ♦ Drawing to scale of proposed appliance/apparatus/structure/sign/Banner (3 no copies)
- ♦ **Copy of Insurance Policy with specific indemnity to Limerick City and County Council**
- ♦ Colour scheme of proposed appliance/apparatus/structure/sign/ Banner.
- ♦ Advertising signs are to be in accordance with Bórd Fáilte specifications
- ♦ Relevant fee

Consideration of Licence Application

- ♦ Proper planning and sustainable development of the area
- ♦ Relevant provisions of Development Plan / Local area plan
- ♦ Number and location of existing licensed appliance / apparatus /structure/ signs / Banners .
- ♦ Convenience and safety of road users (incl pedestrians)

Appeal Opportunity

An appeal to the granting, refusing, withdrawing or continuing of a licence may be made to an

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
(l)	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



INSURANCE DECLARATION

LICENCE APPLICATION FOR THE PLACING OF Signs & Banners 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



Comhairle Cathrach & Contae **Luimnigh**

Limerick City & County Council

Application for licence under Section 254

A licence under Section 254 is not required in respect of the following:-

- (a) An appliance/apparatus/structure for which Planning Permission has been granted
- (b) A temporary hoarding/fencing/scaffolding erected in accordance with a condition of a planning permission
- (c) The erection, construction, placing or maintenance of a cable/wire/pipeline by statutory undertaker which is under a public road

A licence may be granted for such period and upon such conditions as the planning authority may specify, including conditions in relation to location and design.

It should be noted that the planning authority may, by notice in writing withdraw the licence and require the licensee to remove the structure at their own expense.

Licence Application Procedure:

Licence application forms for licence under section 254 may be obtained from Ben English, 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 Banner and 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.

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