



Local Improvement Scheme

Dear Sir/Madam,

I refer to your request for an application for a grant to carry out improvements under the Local Improvements Scheme, which is operated by Limerick City & County Council.

In line with the Department of Rural and Community Development requirements the criteria for the selection of suitable projects, on an annual basis, will be prioritised with regard to the following

- The Local Authority's funding allocation for the year
- The number of applications on hand
- The length of time an application is on hand
- The condition of the road, which will be determined by the relevant area office
- The number of parcels of land served and the number of occupied houses served
- The length of the road and extent of work required
- The estimated cost of completing the works associated with each application which will be determined by the area office
- Special circumstances which may be brought to the attention of the area office

Works considered suitable for execution under the scheme will then be progressed when the grants allocated are sufficient to cover the cost. No approved work will however be undertaken until the cash contribution from benefiting landowners is paid to the Council.

Where the value of applications to carry out works exceeds the annual allocation by the Department of the Rural & Community Development for these schemes, it will be necessary to place applications on a priority list based on the criteria above.

Important Note: Limerick City & County Council will only accept applications where the attached form has been fully completed, and all supporting documentation listed below is enclosed. An application is not included on the Local Improvement Scheme List until fully completed and approved.

1. Current copy of Basic Income Support for Sustainability (BISS) map provided by Dept. Of Agriculture, Food & the Marine, or other documentation which demonstrates engagement in agricultural activity, for at least 1 landowners/leaseholders (minimum size of this land parcel is 1 hectare).
Where a Lease Agreement is submitted, written consent of the Registered Owner to be provided and current BISS map must be submitted for the leaseholder.
2. Proof of 2nd Owner/occupier of parcel of land. Evidence of same to be provided e.g. Folio / current BISS map etc.
3. Copy of a map showing the location, start/finish points of road and identifying all beneficiaries of the scheme.

I attach the relevant application form incorporating particulars of the Scheme. All applications must be submitted where possible via email to roads@Limerick.ie.

Yours faithfully,

for **DIRECTOR**
ROADS, TRAFFIC AND CLEANSING
CENTRAL SERVICES

LOCAL IMPROVEMENTS SCHEME

Application for grant to the cost of works to non public road

To Director
Transportation and Mobility Directorate,
Central Services,
Limerick City & County Council,
Dooradoyle,
Limerick, V94
WV78.

- (1) We the undersigned, each being the owner/occupier of agricultural land in the townland(s) referred to on this application; hereby apply to Limerick City & County Council for a grant towards the cost of work described on this application.
- (2) If the grant is made available, we apply to have said work carried out by Limerick City & County Council as an Agent for each of us. We agree to be bound in by all the terms and conditions of the Scheme as set out in Part II of the schedule.
- (3) We hereby appoint and delegate full power to **(BLOCK CAPITALS)**

Mr/Mrs/Ms _____ of _____

to act for us in all correspondence and other business arising out of this application and we and each of us agree to be bound by such correspondence and all acts of the named persons above.

(4) List A

Signature (each applicant should personally sign the form)	Postal Address and Eircode

(Further signatures, with Postal Addresses and Eircodes may be provided on a separate sheet).

- (5) I certify that List A above and List B (below) contain the signatures of all Landowners and others whose lands, houses or other property would be served or benefited by the proposed work.

Signature of applicants Representative: _____

Nominated at paragraph (2) above.

Postal Address and Eircode: _____

Telephone No. _____

Email Address: _____

Date: _____

PART 1 PARTICULARS OF WORKS FOR WHICH APPLICATION IS MADE

1	Electoral Division(s)	
	Townland(s)	
2	Type of Work	
3	Approximate length of road to be improved (metres)	
4	Exact location of work (describe where it starts and ends)	
5	Has the proposed work ever been maintained by or repaired by LCCC	
	Is Road in Amenity Area: YES/NO	
6	Does the proposal serve any outside families, or the public generally, and if so for what purposes? (e.g. graveyard, community area etc.)	
7	No. of occupied houses which would benefit from the works:	
8a	No. of Parcels of Land (Non – Residential):	
8b	Are any of the houses listed in question 7 linked to the parcels of land listed in 8a. If so how many.	
9	Name of Landowner/Householder.	Folio Number. Please attach copy of folios and/or lease agreements where applicable.
10	Are there any special circumstances to be considered? e.g. Physical Disability, Elderly, etc (supporting written evidence should accompany your claim e.g. Birth Certificate, Doctors Certificate)	
11	Is there a Gate at Entrance to Road : YES/NO	

12	Are all persons whose interests or lands would be affected in any way by the proposal, if carried out, prepared to give the necessary consent to the execution of work?	
----	---	--

13	List B: The signatures of all other persons whose lands would benefit by the proposed work, but who would not have joined in this application are required below to indicate that they have no objection to the proposed works outlined above. If there are no beneficiaries other than those who have signed at List A the word "None" should be written here. An Eircode must be provided for each relevant property.	
	Name	Postal Address and Eircode

SCHEDULE

Eligible road projects are those that involve the construction or improvement of non- public roads which provide access:

- a) to parcels of land, of which, two or more are owned or occupied by different persons, **one of which must be engaged in separate agricultural activities**; or
- b) for harvesting purposes (including turf or seaweed) for two or more persons; or
- c) to at least one parcel of land owned or occupied by a person engaged in agricultural activities AND which separately provides access for harvesting purposes (including turf or seaweed) for at least one other person.

The following roads would NOT satisfy the requirements of the scheme :-

- a) A road serving only houses or buildings occupied or used by persons not engaged in agriculture, save for those non-public roads that in the opinion of the local authority are necessary for use by the public.
- b) A road serving only Local Authority properties.
- c) A road leading to bogs developed commercially for large scale turf production.
- d) Projects involving drainage works only.
- e) A road leading to commercial enterprises.
- f) A road involving minor works which is within the competence of the applicants to do themselves.
- g) A road which, because of its small size, would involve work which the local authority would consider as being uneconomic to carry out.

PART II – TERMS AND CONDITIONS

- (1) Road projects may provide for the construction improvement or reconstruction of roads or bridges. The works should not be ordinary maintenance of a kind which the applicants could reasonably be expected to do themselves, but should provide for essential works of a more substantial kind such as strengthening weak sections, rut filling, resurfacing and opening water channels. Existing fences may also be removed, or set back, and new fences provided, where necessary and feasible at reasonable cost. The provision of new fencing or replacement of existing fencing on its own is not eligible for grant assistance.
- (2) No individual project supported under the LIS Scheme should be prioritised and considered for additional funding for a further 3 to 5 years, except in the case of express prior written agreement from the Department.
- (3) The applicant must make the necessary apportionment amongst themselves of their respective portions of the joint contribution, and must arrange to collect the agreed amount and lodge it with Limerick City & County Council before the work is put in hands.
The Local Contribution applicable is 10% or 15% of the cost of the project (including VAT) i.e. 10% up to & including 5 residences and 15% for 6 or more residences up to a maximum of €1,200 per person.
- (4) Contributions in kind, e.g. free labour or materials, will not be accepted in lieu of cash. All materials forming part of a bridge or other structure to be demolished and replaced by a new structure, will be available for use if necessary, and without charge, in connection with the execution of the work.
- (5) The contributors and any other persons whose lands or interests appear to be affected by the proposed work must, when required prior to the commencement of operation, sign the prescribed form giving their full consent to the execution of the work including entry to their lands, etc.
- (6) Applicants must arrange amongst themselves for the provision of any land, which may be required for the construction, or widening of a road or for drainage works and no charge in respect of compensation for such land may be made against the project.

- (7) Limerick City & County Council will employ the necessary labour and will arrange to carry out the work subject to the conditions that (1) the ganger in charge of the work will be appointed by the Council as their agent, (2) no person whether a contributor or not, whose interests are affected will impede the execution of the work by making unreasonable demands on the ganger or other officials in charge. Failing the fulfilment of any of these conditions the works would not be put in hands and if already started would be closed down and any unexpended portion of the applicant's contribution returned to them through their representation.
- (8) Limerick City & County Council, in their discretion will decide on the specification of the work to be done and on the best manner of carrying it out, and the applicants shall not have any claim against the City & County Council for any imperfection which may exist in the finished work, nor for any failure to complete the full amount of the work which was envisaged.
- (9) Limerick City & County Council will expend upon the work the sum agreed upon (i.e. the estimated cost) and in the event of that sum not being sufficient to complete the entire work specified the City & County Council will not have any liability to exceed the agreed sum. The making of a supplementary grant will be considered on its merits if the applicants request and agree to pay such sum as may be required by way of additional local contribution.
- (10) When the work has been carried out, the applicants shall maintain it in good order and repair at their own charge and expense, and the City & County Council will not have any liability for the maintenance of the work.
- (11) Roads where LIS works are completed will not subsequently be taken in charge by the Council.
- (12) Any schemes offered to applicants must meet the department requirements at the time of offer and the necessary evidence must be provided in line with the requirements by the applicant at their own cost. It is the sole responsibility of the applicants to provide all required evidence.

ALL QUESTIONS ON APPLICATION MUST BE ANSWERED

Limerick City & County Council is required to comply with the Data Protection Acts 1988 – 2018 and Data Protection Regulations. Details of the “Privacy Statement for Limerick City & County Council” can be viewed on the Council’s website at <https://www.limerick.ie/council/services/your-council/privacy-statement-limerick-city-and-county-council>.