Comhairle Cathrach & Contae Luimnigh

Limerick City & County Council

All Applications Shall be Sent to:

Enforcement Section, Planning Department
Limerick City & County Council
Dooradoyle Limerick V94 WV78

Telephone: 061 556556
Email: enforcements@limerick.ie

Ref No (office use only):

LICENCE APPLICATION FOR PLACEMENT

Of Tables, Chairs, Windscreen & Sandwich Boards, Overhead Coverings/Canopies/Awnings etc. On the Public Road / Footpath under Section 13 of the Planning and Development Act 2024 (as amended).

First Application □ Renewal □ Previous Licence No: (If known):_____

The decision on this application and relevant documents will be published on the Council's website in accordance with the requirements of the Planning and Development (Licensing on Public Roads) Regulations 2026

Name of Premises and Address at which Licence is applied for:		
Brief Description of proposed Licence Application (including number of desired tables, chairs, windscreens & Sandwich boards.		
Does this application include a removable windscreen?	Yes □	No □
Dimensions of the Area – Length x breadth Overhead Covering/Canopy/Awning etc.	Yes □	No □
Buildout Required: if the existing footpath is deemed to be not sufficiently wide.	Yes □	No □
Separate area provided in compliance with the Public Health (Tobacco) Act 2002	Yes □	No □

The following must accompany this application:

□ Drawing (Accurate Dimensioned Sketch)
□ Insurance Declaration*
□ Insurance Policy Details*
□ Photographs of the Location

Note, this document will NOT be published with other documents on the Council's website.

Privacy Statement

Limerick City and County Council will process the personal data provided in this form for the purpose of administering and determining applications under Section 13 of the Planning and Development Act 2024 and associated Regulations.

Certain application details, decisions and documents will be published on the Council's website a required by the Planning & Development (Licencing on Public Roads) Regulations 2026. Personal contact details and other personal data not required for publication will be withheld where appropriate.

Further information on how your personal data is processed, your rights and contact details for the Council's Data Protection Officer can be found at www.limerick.ie/privacy

Buildouts

If the existing footpath is deemed to be not sufficiently wide to facilitate the placing of tables and chairs on the footpath and allow for the continued safe flow of pedestrians, the Council may consider widening the footpath, if appropriate.

Screens / Windbreakers

Screens/windbreakers must be agreed with Limerick City and County Council and will be subject to the following conditions;

- Screens to be plain, coloured or neutral canvas type, not more than 1 metre high, spanning between or framed by simple metal type posts.
- Screens to be manufactured from flame/fire retardant material.
- Base plates or weighted bases to screening posts must not extend outside the licensed area.
- All screens, posts and bases must be demountable.
- Screens must be sufficiently robust to prevent overturning in adverse weather conditions.
- No advertising apart from the name of the premises to be used on the screens, without the permission of Limerick City and County Council.
- All Street furniture must be removed from the public realm at the close of business
- **THE USE OF SCREENS FIXED OR HINGED TO THE GROUND/PREMISES IS NOT AUTHORISED UNDER THIS LICENCE**. (Planning Permission must be sought separately)

Awnings, coverings, canopies, parasols, shades, windbreakers, heaters or other similar structure for the purpose of facilitating outdoor dining:

Overhead Awning/Canopies etc. must be agreed with Limerick City and County Council and will be subject to the following conditions:

- Overhead Covering/Canopies/Awnings etc. to be plain, coloured or neutral matte finish, both the top and underside. Canopies must not be shiny, high gloss or translucent material.
- Overhead Covering/Canopies/Awnings etc. must not be lit on neither top nor underside.
- Overhead Covering/Canopies/Awnings etc. to be made of high quality fabric or other similarly approved material. Overhead Covering/Canopies/Awnings etc. must not be plastic, PVC, metal or other non-fabric material

- Overhead Covering/Canopies/Awnings etc. must be maintained and/or replaced upon damage or deterioration.
- Overhead Covering/Canopies/Awnings etc. must be positioned to avoid covering architectural elements such as fascias or pilasters.
- Overhead Covering/Canopies/Awnings etc. will not be permitted above ground floor of buildings.
- Overhead Covering/Canopies/Awnings etc. must have a minimum clearance of 2.1m from the ground.
- No advertising apart from the name of the premises to be used on Overhead Covering/Canopies/Awnings etc., without the permission of Limerick City and County Council.
- Overhead Covering/Canopies/Awnings etc. must be retractable and be removed from the public realm at the close of business
- **THE USE OF OVERHEAD COVERING/CANOPIES/AWNINGS ETC. FIXED OR HINGED TO THE GROUND IS NOT AUTHORISED UNDER THIS LICENCE**. (Planning Permission must be sought separately)
- **A FEE OF €630.00 PER ANNUM IS APPLICABLE WHERE OVERHEAD COVERING/CANOPIES/AWNINGS ETC. ARE ALSO USED AS AN ADVERTISING STRUCTURE.**

Tables

The tables and chairs or other furniture shall be of robust and stable construction to prevent movement in adverse weather conditions and be agreed with Limerick City and County Council.

- **I CONFIRM THAT I HAVE READ, UNDERSTAND AND AGREE TO THE ABOVE CONDITIONS**

  Yes□ No □

Insurance Declaration

Planning and Development Act 2024 (as amended) – Section 13

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.

Name (Block Print): _____

Signature _____ Date _____

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 Siochána 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

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

Name and Address of REGISTERED OWNER/COMPANY of Premises that licence is being applied for:	**Mobile Telephone No:** _____ **Business Telephone No:** _____ **Email:** _____
Name and Address to which notifications should be sent:	

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

With respect to licence for placement of Tables, Chairs, Windscreen & Sandwich Boards, Overhead Coverings/Canopies/Awnings, etc. On the Public Road/Footpath licence is required under section 13 of the Planning and Development Act 2024 (as amended); in respect of the erection, construction, placing or maintaining of: -

		Fee per annum
(1)	Advertisement structure (other than advertisement structure specified in paragraph (2)	€630.00
(2)	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
(3)	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)
(4)	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
(5)	Advertisement consisting of any text, symbol, emblem, model, device or logo	€630.00