

**Planning Department,
Carlow County Council,
County Offices, Athy Road,
Carlow.**



PLANNING & DEVELOPMENT ACT 2000 AS AMENDED – SECTION 254

Application for **Scaffolding/Hoarding** *(delete where appropriate)*

Applicant: _____

Address (of applicant) _____

Phone No: _____

Email: _____

Name and address
of Contractor Erecting
Scaffolding/Hoarding

Phone No: _____

Email: _____

Address at where Scaffolding/
Hoarding is to be erected _____

Eircode: _____

Description of works to be carried out to the building that the scaffolding is required for:

Planning Permission No. (if any) PL No. _____
Pertaining to this development

Period of time: **Applications to be submitted at least 2 weeks prior to the proposed date of the erection of scaffolding.**

To be erected on _____

To be removed on _____

PLEASE NOTE: Scaffolding/Hoarding not to be erected until license has been issued by Carlow County Council.

I hereby indemnify Carlow County Council against all damages to persons or property arising therefrom.

SIGNED: _____

DATE: _____

Schedule of documentation to be submitted with application

1. Payment of Licence fee (Part 17, Section 202 (1) Planning & Development Regulations 2001 - €125 per calendar month or part thereof.
2. Site Location Map showing extent of scaffolding/hoarding.
3. Submission of details of work proposed and copy of planning permission/Exemption Certificate.
4. **A copy of the insurance policy which specifically declares that Carlow County Council is indemnified against all claims and in which the amount of cover is stated to be €6.5m must be produced with the application for a Licence.**
5. A detailed plan / sketch showing the location of the proposed hoarding/scaffolding/structure & its exact dimensions;
6. A Work Method Statement/Traffic Management Plan/Proposal
A Pedestrian Management Plan/Proposal

Work Method Statement / Traffic Management Plan or Proposal

Where it is proposed to locate a hoarding/scaffolding on a public road a Work Method Statement / Traffic Management Plan or proposal for management of same, which includes the following, must be submitted:

- *Proposed arrangements to ensure minimum impact on traffic flow*
- *Arrangements for deliveries to the site include time of day restrictions, vehicle queuing arrangements etc.*
- *Provision for on street storage of materials, skip debris, machinery etc.*

Pedestrian Management Plan/Proposal

Where it is proposed to place a hoarding/ scaffolding on a public road or footpath which will interfere with pedestrian movement a Pedestrian Management Plan/Proposal, which includes the following, must be submitted:

- *Arrangements for pedestrian diversions including proposals for temporary footpaths, ramps, signage, fencing etc.*

7. Type of scaffolding to be used.

Note: Failure to supply the above with application will deem application invalid.

SCHEDULE OF CONDITIONS

(WHICH MAY BE VARIED SUBJECT TO PARTICULAR REQUIREMENTS)

1. All scaffolding/hoarding shall be erected and monitored in accordance with the requirements of the Safety, Health and Welfare at Work Act 2005, Safety, Health and Welfare at work (construction) Regulations 2013, Safety, Health and Welfare at work (general application) Regulations 2007-2016, Health and Safety Authority Code of Practice for access and working scaffolding.
2. This Licence OR a copy thereof to be exhibited at or adjacent to the premises/site to which the licence relates to be visible to the public.
3. In accordance with the requirements of the Health and Safety legislation and the Health and Safety Authority Code of Practice for access and working scaffolding it is a condition of this licence that the scaffolding/hoarding be inspected on a regular basis by a competent person and a log be kept of adjustments made. The log is to be available for inspections at all times.
4.
 - a) Scaffolding/Hoarding to be so erected as to leave a footpath width of not less than 4feet.
 - b) A safe Pedestrian throughway 7½ high and 4ft wide to provided under the scaffolding.
Note: Should it be necessary to utilise the entire footpath width, a protective handrail must be provided on the roadside for pedestrian use on the advice of and subsequent to prior consultation and agreement with the Municipal District Engineer.
5. Pedestrian way to be covered on top and along inside.
6. Hoarding to be properly lit and reflectorised, safely constructed, free from sharp edges and projections to over pedestrian heights. No ladder or means of climbing to be left unattended at any time. Applicant shall ensure that it is not possible for children or other unauthorised persons to climb the hoarding or scaffolding at any time.
7. Notice of removal of scaffolding to be submitted to the Council in writing on completion of the works.