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GUIDANCE NOTES

Ensure all relevant supplementary information is included.

GUIDANCE NOTES

Please contact the relevant Council Department with any queries you may have in relation to the following Guidance Notes.

ROADS GUIDANCE

- All applications involving works on a public road require a road opening is required. The following information shall accompany the licence application:
 - Horizontal and Vertical Detailed Design Drawings.
 - Copy of the Consulting Engineers Professional Indemnity Insurance.
 - Copy of all Contractors insurance policies (ie: Public and Employers Liability) to the satisfaction of Longford County Council.
 - The Traffic management plan showing safe movement of traffic and pedestrians in accordance with Chapter 8 of the Traffic Signs Manual throughout the duration of the Works.
 - The name of the Project Supervisor for the Design Process (PSDP) for the project in accordance with the current Safety, Health and Welfare at Work Act and Regulations.
 - The name of the Project Supervisor for the Construction Stage (PSCS) for the project in accordance with the current Safety, Health and Welfare at Work Act and Regulations.
 - A contact name and number who may be contacted if required outside of normal working hours.

- Achievable sight distances in accordance with the NRA Design Manual for Roads and Bridge.

- Overhead lines/poles across the site/along the site boundary to be relocated where required.

- Forward visibility along the public road is to be maintained.

- Internal Road layout to be in accordance with the Traffic Management Guidelines.

- Internal road construction to be in accordance with NRA Manual of Contract Documents for Road Works

- The internal roads shall tie-in horizontally and vertically with the proposed public road at the entrance and be in accordance with the NRA's Design Manual for Roads and Bridges and Specification for Roads and Bridges.

- Turning circles of trucks/emergency vehicles making deliveries to the development.

- Information regarding into what system/watercourse the surface water drainage for the development is proposed to outfall and that it will not be adversely affected by the proposed development surface water system connecting into it.

- Public Lighting plan to E.S.B. requirements.
- No part of this development shall affect the sightlines or safety of adjacent sites.
- The junction with the public road shall be constructed and completed prior to any commencement of work on the site.
- Public roads shall be kept clean and clear from mud and debris from the site during construction and shall not be adversely affected by the Works or finished scheme with regard to pavement, obstructions, road operation, footpaths, verges, drainage or public lighting.
- Any damage to the public road as a result of the Works shall be the liability of the Applicant.
- Parking Space provisions shall be in accordance with Town Development Plan
- Footpaths shall be provided on both sides of the internal roads and around the turning heads in accordance with 'Recommendations for Site Development Works for Housing Areas' and shall be a minimum of 2 metres in width.
- Footpaths shall be a minimum of 2 metres in width and shall connect to the existing footpaths.
- Details of crossing points within the development. These shall be located away from the junctions and shall consist of dropped kerbs (with a maximum upstand of 6mm) and buff tactile paving in accordance with the Traffic Management Guidelines. The use of ramps or platforms is not acceptable.
- The drainage gully frequency shall be in accordance with the 'Recommendations for Site Development Works for Housing Areas'.
- Information showing details of provisions for cyclists.
- The applicant shall ensure that at all times the proposed development will not exceed the design goal of 60 dBLden, as specified in the NRA Guidelines for the Treatment of Noise and Vibration. The developer shall note that all associated costs incurred in meeting the above requirement will be the sole responsibility of the developer, and will not be funded by either the Local Authority or the National Roads Authority.

RELEVANT PUBLICATIONS

- **Design Manual for Roads and Bridges**
National Roads Authority

- **Manual of Contract Documents for Road Works**
National Roads Authority

- **Traffic Signs Manual**
Department of Transport

- **Recommendations for Site Development Works for Housing Areas**
Department of the Environment and Local Government

- **Traffic Management Guidelines**
Department of Transport

Water Services Guidance

General

- ***“Recommendations for site development works for housing areas” 1998 by DOELG*** to be used as a general specification.
- ***“Department of Environment Traffic signs manual, Chapter 8”*** to be used as the specification for maintenance and control of traffic during construction.
- ***“Guidelines for the Opening, Backfilling and Reinstating of Trenches in Public Roads , DOELG 2002”*** (Purple Book) to be used for specification for trench backfill / reinstatement.
- ***“Dublin Corporation Stormwater Management Policy Technical Guidelines”*** and ***“Greater Dublin Regional Code of Practice for Drainage Works”*** incorporating ***“Greater Dublin Strategic Drainage Study, Volume 2 , New Developments”*** to be used for all pipeline and stormwater runoff design.
- EPA manuals ***“Treatment systems for single housed”*** and ***“Treatment systems for small communities, business, leisure centres and hotels”*** must be used for effluent treatment / septic tank design and operation.
- ***“Technical Guidance Document H, Building Regulations 1997”*** to be used for the design and layout of drainage and waste disposal.
- ***“Longford County Council Specification for Pumping Stations”*** to be used as a specification for pumping stations. (Available on request form Water Services, Longford County Council)
- The provision of the ***“Safety, Health and Welfare at Work Act 2005”*** and all other statutory provisions are to be adhered to.
- All services (pipelines, pumping stations, treatment plant, etc.) to be located in public areas.
- Letter of consent to provide legally binding wayleaves and rights of way, if required, and associated maps for construction and use of pipelines, serving the development, which will traverse private property other than that of the applicant (relevant to water supply, storm sewer and foul sewer). The applicant is responsible for ensuring that all wayleaves are obtained and registered in the applicants favour.

Water Supply

- The watermain shall have a minimum nominal pressure rating of 10 bar.
- Watermains shall be looped where possible. Where spurs are unavoidable they should terminate with a ducksfoot hydrant.
- An 80 mm bulk meter (“Kent 4000” or similar approved) shall be fitted on the main serving this development in close proximity to the point of connection with the existing main. A second sluice valve to be fitted immediately after meter. Meter chamber to be minimum 750 mm wide by 1200 mm long (or 1200 mm precast rings). 100 mm clearance to be provided between bottom of meter and floor of chamber. Hinged heavy duty ductile iron manhole lid to be fitted directly over meter. A drainage outlet to be provided from bottom of chamber
- All sluice valves to BS 5163 pressure rating NP 16, anti-clockwise closing Sluice valve and hydrant chambers to be 225 mm blockwork or precast sections. **(The use of pipes to form valve chambers is not allowed.**
- Watermain shall be laid under a footpath and have a minimum cover of 0.9m measured from the top of the pipe barrel to the finished footpath surface. No other services shall be laid within 300 mm or directly over watermain.
- Hydrants shall be screw down type to BS 750 with 80mm diameter flanged inlet and 63 mm male thread outlet. The outlet from the hydrant shall not be greater than 200mm below adjoining ground level. Indicator plates conforming to BS 3251 shall be fixed to nearby walls or concrete marker posts.
- A hydrant shall be provided on the watermain at its lowest point to facilitate scouring.. Double orifice air valves shall be installed at the highest points on the main to release any air that might build up in the main.
- A stopcock meter chamber (Talbot Matrix, Atplast or approved similar) to be fitted to all service connections in public area directly outside each property. **(Note: short versions of meter box are not to be used)**
- The water main shall be tested to a pressure of 10 Bar with saddles fitted. No drop in pressure shall be recorded over a two-hour period. A Water Service representative shall supervise this test.
- Prior to being made operational the watermain shall be sterilized using a chlorine solution. Dosing shall continue until the main is full and at least 50 mg/l of free chlorine have been made available. The treated water shall be left in the main for a period as directed but not exceeding 24 hours. The

sterilisation process shall be repeated until the chlorine residual is not less than 10 mg/l at the end of the main furthest from the point of injection. On completion the chlorinated water shall be flushed out and the pipes filled with drinking water. The waste chlorine solution shall be disposed of in a manner that will avoid pollution of natural waters, reservoirs and water courses.

- Six-inches (150mm) of 10mm diameter pea gravel bedding shall be placed above and below the watermain over its full length.
- Four days notice to be given to the waterworks caretaker prior to a connection taken place.
- All underground services shall be overlaid at a depth of 300 mm from the surface with a marker tape containing a corrosion resistant metallic strip capable of detection from ground level.
- Stainless steel bolts to be used on all saddles.
- Connection of a watermain to the public mains shall not take place without the supervision of a Sanitary Service Representative.
- Service pipes crossing roads should be avoided where possible.

Sewers:

- Each dwelling shall have a separate 100mm nominal bore connection to the main sewer. Main sewer to be minimum 150mm and connect to the public sewer via a newly built manhole on the public sewer or an existing manhole.
- Sewers laid within roadways should have a minimum cover of 1.2m measured from the top of the pipe barrel to the finished road surface. Sewers laid other than in roadways shall have a minimum cover of 0.9m.
- Manholes shall be provided at every change of alignment or gradient, at the head of all sewers, at every junction of two or more public sewers or wherever there is a change in the size of the sewer. Manholes shall not be further apart than 70 m. Manholes shall have a minimum internal diameter of 1.2 metres.
- All precast manholes shall have 150mm thick of grade 30N concrete surround.
- Manhole covers and frames shall comply with the relevant provisions BS EN 124 and shall be hinged and lockable (Brio type or similar approved). Class D 400 covers shall be used in carriageways of road vehicles. Class B 125 shall be used in footpaths, pedestrian areas and comparable locations. All manhole covers shall be the non-ventilating type and shall have closed keyways. Steps in manholes and other chambers shall comply with BS 1247.

- Backdrop manholes shall be constructed where the difference in level between the invert of the inlet sewer and the invert of the outlet sewer is greater than 200 mm.
- Six-inches (150mm) of 10mm diameter pea gravel bedding shall be placed above and below the sewer over its full length.
- The section of sewer pipe in roads and road margin shall be backfilled with Clause 804 material and compacted in 9 inch (225mm) layers with a whacker plate. The section of pipe in fields and gardens may be backfilled with excavated material.
- All kitchen waste shall be passed through a mechanical grease trap approved by the Water Department of this authority.(for commercial or industrial applications).
- Petrol / oil interceptor to be provided at exit from all commercial developments.
- The minimum diameter of storm water pipes to be 225 mm
- The maximum permitted surface water outflow from any new development is to be restricted to that of a Greenfield site before any development took place.

Checklist of information required with application

- Plans showing the layout of proposed watermains including pipe sizes and positions of hydrants, meters, valves and meter boxes. Also location of bulk meters and position of existing mains.
- Plans showing the layout of all foul sewers and drains including sewer and drain sizes and positions of manholes and outfalls.
- Plans showing the layout of all surface water sewers including sewer sizes and positions of manholes and outfalls.
- Plans showing position of any existing public / private services traversing the site.
- Longitudinal sections of all proposed sewers showing levels, gradients, sizes, types and classes of pipe.
- Location, size and type of storm water attenuation proposed.
- Location and details of pumping station where applicable (See ***Longford County Council Specification for Pumping Stations***)
- Location and details of effluent treatment system where applicable
- Design calculations for all above .

Notes:

1. It is recommended that all of the services be shown on separate drawings to ensure the clarity of information. Where more than one service is shown on a drawing both color coding and linetype coding should be used.
2. Before any work commences on site a connection licence for water and sewerage must be obtained. A set of water and sewerage layout drawings must be presented incorporating any revisions requested during the planning process. Allow a period of two weeks for processing the connection licence.
3. Where a public sewer is planned in an unsewered area, provision for the connection to the future planned sewer must be provided.