

OFFALY COUNTY COUNCIL

**Policy for the Taking in Charge
of
Housing Developments**

Adopted by Offaly County Council 18th May, 2009

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1.0 INTRODUCTION

This document outlines Offaly County Council's policy in relation to taking in charge of private housing developments. The legislative criteria for this policy are set out in Section 180 of the Planning and Development Act, 2000 which provides for the taking in charge of housing estates by local authorities.

Certain private housing developments (e.g. apartment complexes etc.) will have a condition in the planning permission that a properly constituted management company be established for the purpose of maintaining the public lighting, roads, footpaths, parking areas, services and open spaces. The said public lighting, roads, footpaths etc. shall be conveyed to the management company.

If a management company is proposed for a development, it will be a requirement of the planning permission that the roads, footpaths, services etc. are constructed in accordance with the technical standards outlined in this document. Any security lodged with the planning authority for such a development will not be released until the satisfactory completion of the works and the said roads, footpaths, services etc. are conveyed to the management company.

For all other private housing developments, the following elements of a development will be considered by the Council for taking in charge, subject to the conditions and requirements indicated below:

- Public lighting
- Roads and footpaths
- Watermains
- Surface Water Sewers
- Foul Sewers
- Open Spaces

Developers shall note that liability for the above elements of a development shall remain with the Developer until such time as they are taken in charge by Offaly County Council.

2.0 GENERAL CONDITIONS

- The development is an authorised development.
- All development contributions have been paid in full.
- All connection fees have been paid in full.
- The Developer may apply to have the development taken in charge by submission to Offaly County Council of an application form - "Application to have Development taken in charge by Offaly County Council", as set out in Appendix E of this document. The application form must be certified by a suitably qualified person, who holds professional indemnity insurance for the purpose of signing such forms. Evidence of such insurance shall be furnished to the Council. The contents of the application form shall be deemed to be for the benefit of Offaly County Council.
- The development must be constructed in accordance with the planning permission granted.

- Any bond or security lodged with the Planning Authority will not be released until the satisfactory completion of the works.
- The roads, footpaths, sewers, drains and water mains shall be constructed in accordance with the "Recommendations for Site Development Works for Housing Areas" - Department of the Environment and Local Government (1998)* and all subsequent revisions, save where the conditions hereunder otherwise require.

*Available from Government Publications Sale Office, Sun Alliance House, Molesworth Street, Dublin 2 - Tel. 01 - 6613111.

- The Developer shall furnish evidence to the Council that all necessary wayleaves for services are reserved forever in the transfer documentation to house purchasers.
- The Developer shall note that a minimum width of 10 metres shall be required in respect of any wayleave for sewers or watermains. This width may be reduced in certain circumstances only after consultation with the Council.
- Three copies of "as constructed" drawings (scale 1:500) of the development shall be submitted to the Council. The drawings shall indicate the following information:
 - (i) The estate boundary depicted in red, open spaces coloured green, all roads, footpaths and public lights.
 - (ii) All services including watermains, valves, hydrants, sewers, road gullies, Telecom ducts/poles, ESB ducts/poles, cablelink (NTL) ducts and all manholes. The invert and cover levels of all manholes shall be indicated relative to Malin ordnance. The gradients of all sewer sections shall be indicated on the drawings.
- Subsequent to an application form being lodged with the Council for taking in charge of an estate, the Council will:
 1. Within two weeks from receipt of the request for taking in charge, the planning authority will acknowledge receipt of the request and the "as constructed drawings" and any way leaves submitted.
 2. Within 16 weeks of receipt of the request for taking in charge, the planning authority will in conjunction with the developer, carry out a comprehensive inspection of the development or phase of development, and notify the developer in writing of all the outstanding issues remaining to be addressed in relation to the satisfactory completion of the development.
 3. The developer will within 4 weeks of receipt of details of outstanding issues from the planning authority, arrange for completion of said works, and notify the authority when works are completed. If works cannot be carried out within that period the developer must notify the authority as to when the works will be complete.
 4. The authority will, within 4 weeks of being notified of completion of the works at 3. arrange for final inspection of the development to determine the satisfactory completion of the said outstanding issues as identified at 2.
 5. The developer will vest in the planning authority (at no cost to the authority) the public areas, including open spaces, which have been designated for taking in charge.
 6. All reasonable efforts shall be utilised to ensure that the formal procedures are completed for the taking in charge process with minimum delay.
 7. Following the decision to take the development in charge, details will be entered in the planning register. A Managers Order will then be prepared with map attached, stating that the area defined on the map has been taken in charge and this will be

recorded in the register (which is available for public inspection). The planning authority will then release that element of the security lodged to secure completion of the works upon written request from the developer.

- Where the estate is found on first inspection to be incomplete or not up to the required standard, then any subsequent inspection will be carried out at a fee of €500/inspection until the final inspection where taking in charge can be recommended. Where the estate is found to be satisfactory in all respects on first inspection, there will be no fee.
- The Developer will vest in the planning authority, at his own expense, the public areas, including open spaces which have been designated for taking in charge.

3.0 PUBLIC LIGHTING

- The Developer shall furnish to the Council, a copy of the public lighting design, as prepared by E.S.B.
- The public lights shall be in accordance with the requirements set out in Appendix A.
- The Developer shall be responsible for maintenance of the public lighting system for a period of one year after the lights have been switched on or until such time as the development has been taken in charge by the Council.

4.0 ROADS AND FOOTPATHS

- The roads and footpaths shall be taken in charge in conjunction with watermains, sewers and open spaces. The roads and footpaths shall be constructed in accordance with the requirements set out in Appendix B.

5.0 WATER SERVICES

Elements under this section include watermains, surface water sewers and foul water sewers.

These elements shall be taken in charge in conjunction with roads/footpaths and open spaces.

The watermains and collection systems shall comply with the technical requirements included in the Water Services Guidelines set out in Appendix C.

CCTV SURVEY/MANHOLE SURVEY

- A CCTV survey/manhole survey of the collection systems will be submitted to the Council prior to lodging an application form for taking in charge. The survey shall be completed at the Developers expense.

The sewers to be surveyed shall be thoroughly cleaned out first.

The CCTV Survey shall be carried out using a camera which is capable of measuring distances from one manhole to another.

The CCTV survey report shall conform to the standards set out in the WRC Manual on Sewer Condition Classification. The report shall include a summary of any defects in the systems. Any defects in the systems shall be corrected by the Developer at his own expense, prior to taking in charge. The printed report shall be supplemented by high resolution photographs and quality VHS recordings.

A drainage layout plan of as-constructed sewers shall be submitted on diskette, prepared to Mapdrain format, showing a detailed survey of each manhole, sewer structure and a digitised layout of the as-constructed housing estate. The manhole survey and digitised layout (DXF Format) of the estate shall be prepared to national grid co-ordinates. The invert and cover levels of the manholes shall be indicated relative to Malin ordnance datum.

COLLECTION SYSTEMS/PRIVATE TREATMENT PLANTS

- Collection systems which shall be connected to an existing local authority system shall be taken in charge, subject to them complying with the requirements of this document.
- Foul sewage collection systems which shall in future be connected to a public system shall not be taken in charge until the local authority system is in place. The developer shall be required to enter into a satisfactory arrangement for the maintenance and operation of the system in the interim. No new connections may be made to the system without the express written approval of the local authority.
- Foul sewage collection systems which are not part of a present or future local authority system shall not be taken in charge by the local authority.

SERVICE CONNECTIONS

- All watermains, valves, stopcocks and fire hydrants to be located in public footpath or roadway, insofar as possible. Stopcocks shall not be located in private driveways. A separate stopcock or shut-off valve shall be fitted within each house.
- The water service connection for each house shall be taken in charge as far as the stopcock/water service control unit (i.e. including the stopcock/water service control unit).
- Developers shall note that sewer service connections will not be taken in charge.

6.0 OPEN SPACES

- The development and landscaping of open spaces shall be carried out in accordance with the planning permission granted and the attached specification.
 - Maintenance of open space areas (including grass cutting) shall be the responsibility of the residents after the Taking In Charge process has been completed.
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APPENDIX A: Public Lighting - Technical Requirements

- The lanterns for the public lights shall be one of the following types:
 - I. Thorn 55 watt Sox Low Pressure Sodium Beta 2
 - II. Philips 55 watt Sox Low Pressure Sodium

The steel columns and brackets for the public lights shall be in accordance with the attached E.S.B. Specification "Specification for Steel Columns and Brackets For Minor Road Lighting".

- The location of the auxiliary public lighting micro pillar shall be agreed, in advance of construction, with the local E.S.B. office.

SPECIFICATION FOR STEEL, COLUMNS AND BRACKETS FOR MINOR ROAD LIGHTING

Columns shall meet the requirements of EN40 and the particularities of B.S.5649 except where otherwise specified herein.

1.0 TYPES

1.1 Two types of luminaire support are required, one, a fixed column, giving 5 metre or 6 metre mounting height, and the other a hinged column which may be tilted over to allow for servicing of the luminaires

2.0 CONSTRUCTION

2.1 The fixed column shall consist of two parts, the shaft and the bracket. These shall be so fabricated that when fitted together there shall be no rotation of the bracket on its spigot.

2.2 For 5 metre mounting height post top luminaries, the shaft only shall be used.

2.3 For 6 metre mounting height side entry luminaries, the same shaft shall be fitted with a bracket giving 1 metre rise and 0.5 metre projection.

2.4 The shaft shall be of 3 mm folded high tensile steel and gradually tapered from the base to the bracket spigot.

3.0 SHAFT (FIXED COLUMN)

3.1 The shaft shall be provided with a plain root without a baseplate and it shall be suitable for planting depth of 600mm.

3.2 A cable slot measuring 175mm x 60mm shall be provided in the root of the shaft in line with the base compartment door. The bottom of the cable slot shall be 500mm below ground level. The cable slot shall have rounded edges and shall be free of sharp or rough edges.

3.3 A base compartment having an internal diameter of not less than 150mm shall be provided in the shaft. A hardwood baseboard should be provided in the base compartment so as to permit easy installation or replacement of electrical equipment.

3.4 An earthing connection shall be provided within the base compartment. The fastening screw for this connection shall preferably be stainless steel.

3.5 The base compartment shall have a reinforced door opening with a flush fitting, door which is tamper-proof and weatherproof to I.P.33. The dimensions of the door shall be 385mm x 90mm. All doors must be interchangeable. A drawing indicating the preferred type of door is attached. (Dr. No. PL 504.06A) Bottom of door to be 1000mm above ground level.

3.6 The door shall be secured by two recessed locking mechanisms requiring a female triangular key of 10mm side. One key shall be provided with each 10 columns supplied.

3.7 The top of the shaft shall terminate in a luminaire/bracket spigot which may form part of the top of the shaft. This spigot shall have an outside diameter of 74mm.

4.0 SHAFT (HINGED COLUMN)

4.1 The shaft of the hinged column shall be constructed in two parts which shall be hinged together. The hinging shall be so arranged that the top section of the shaft can be slowly lowered to allow for maintenance of the luminaire from ground level.

4.2 The raising/lowering mechanism shall be capable of being easily operated by one operative.

4.3 Details of any necessary tool for the raising/lowering operation shall be given.

4.4 The mechanism shall have incorporated adequate safety arrangements, which shall limit the speed of descent of the column in the event of a malfunction.

5.0 BRACKET

5.1 The bracket shall be of the single arm type in medium tube giving an uplift of 1 metre and a projection of 0.5m to the end of the luminaire spigot.

5.2 The bracket shall be of the swept type having a radius of curvature of 500mm approximately.

5.3 The upper part of the bracket shall have a straight section which shall be inclined 5° above the horizontal.

5.4 The luminaire spigot shall be of plain tube having an outside diameter of 33mm and a projecting length of 100mm.

6.0 FINISH

6.1 After fabrication, the shaft and bracket shall be hot dip galvanised both inside and outside, in accordance with the attached ESB Specification No. 197D/ 1 185 for Hot Dip Galvanising.

6.2 Where retaining bolts or grub screws are used to secure the bracket to the shaft these shall be made of stainless steel. and they shall not be galvanised.

6.3 The root of the shaft to a height of 50mm above planting depth to be dressed both inside and outside with a double protective thick bitumen coating.

6.4 All columns and brackets shall carry a permanent identification mark indicating the manufacturer. The column identification mark shall be permanent and clearly visible within the base compartment. This may be achieved by a permanent label fixed inside the base compartment, but not on the door. Alternatively, the marking may be formed in the material of the column immediately above or below the door provided the external appearance remains acceptable to ESB. The bracket identification shall be hard stamped onto the lantern spigot, and must be legible after galvanising or any other surface coating.

7.0 LOADING

7.1 The shaft and bracket shall be designed to carry either a post top luminaire of weight 11.5KGS and wind area 0.20 sq. metres or a side entry luminaire of weight 11.5KGS and wind area 0.10 sq. metres. The center of the side entry luminaire should be considered to be 1m from the shaft axis. A wind load factor of $k=3$ shall be applied.

Appendix B: Roads and Footpaths - Technical Requirements

ROADS

- The minimum requirements of Offaly County Council for road construction in all housing estate developments is as set out below:

Road Surfacing:	<ul style="list-style-type: none">i. Course 25mm thickness (compacted) dense (Two Courses) bitumen macadam wearing course (10mm nominal size aggregate) in accordance with Clause 904 "Specification for Roadworks" by the Department of Environment.ii. Course 40mm thickness (compacted) dense bitumen macadam basecourse (20mm nominal size aggregate) in accordance with Clause 902 "Specification for Roadworks" by the Department of Environment.
Road Base:	Single course 80mm thickness (compacted) dense bitumen macadam basecourse (40mm nominal size aggregate) in accordance with Clause 902 "Specification for Roadworks" by Department of Environment.
Sub-base:	150mm thickness (compacted) granular material Type B in accordance with Clause 804 "Specification for Roadworks" by Department of Environment.
Capping Layer:	300mm thickness (compacted) rock (hardcore) material. The material should have a maximum size of 100mm and the maximum allowable passing the 75 micron sieve should be 10%. The material should be well graded throughout the sizes.

Developers shall note that a number of core samples shall, at Developer's expense, be taken for testing purposes, prior to taking in charge.

The capping layer may be reduced in thickness or omitted, subject to the Developer submitting to the Council prior to construction, CBR test results for the subgrade.

- All road signs shall be supplied and erected by the Developer, as directed by the Council.
- All road markings shall be provided by the Developer, as directed by the Council.

FOOTPATHS

- Offaly County Council require that footpath construction in all housing estate developments be of in-situ concrete construction in accordance with the requirements set out in "Recommendations for Site Development Works for Housing Areas" - Department of Environment and Local Government (November, 1998)
 - Developers shall note that all precast kerbs shall be laid on edge and not on the flat.
 - Developers shall note that wheelchair/pram accesses shall be provided at all roadway junctions.
 - There shall be no steps incorporated in the footpath construction. Where necessary, a ramp shall be provided with a maximum gradient of 1 in 20.
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Appendix C: Water Services- Technical Requirements

Watermains

- All water mains shall be 100mm diameter (min) and Class C pressure rating.
- All water service connections shall incorporate a water service control unit (round type). The WSC unit shall be located in the footpath and shall include a stopcock in the unit. The stopcock shall be capable of being opened/closed without removal of the top of the WSC unit.

Collection Systems

The following minimum specific requirements shall apply.

- A separate storm water and foul water system shall be provided.
- Separate sewer service connections shall be provided for each dwellinghouse.
- All manhole covers and frames in public property shall comply with Standard I.S./EN 124:1994 and Loading Class D400.

All road gully gratings shall be of an approved lockable type to Standard I.S./EN 124:1994
- and Loading Class C250.
- All surface water pipes serving more than one house shall be a minimum of 225 mm diameter.
- All precast manholes shall be 1200mm in diameter.
- Manhole construction shall comply with the attached appropriate manhole details.
- All connections to sewers shall be made in the top left or right quadrant of the pipe by using coring equipment and a proper saddle.
- Intrusions greater than 5 mm. shall not be permitted
- All surface water collection systems discharging to a soakpit shall have trapped gullies rather than untrapped gullies.

Pumping Stations and Treatment Plants

The following minimum specific requirements shall apply.

- Emergency foul water overflow capable of holding and returning 12 hours dry weather flow into the works, minimum capacity 25m³.
- Access for vehicular traffic
- Health and welfare facilities for plant operatives in particular washing facilities
- Alerter system to call out emergency response in the event of plant breakdown
- Anti-intruder perimeter fencing appropriate to the plants surroundings.
- Control panels fitted with a socket to accept a supply from a generator.

The following extra specific facilities shall be provided at Treatment plants:

1. Capacity to measure inflows and outflows and to take influent and effluent samples.
2. Automatic recording of the principal operating parameters of the particular process.
3. Duty and standby units for all equipment essential to the correct functioning of the process.
4. Sludge holding tanks, sealed and suitable for connection to a sludge tanker, capable of holding 3 months sludge output from the plant. It must also be fitted with the means to filter the gases given off from the sludge holding tank before releasing them into the environment.

The following extra specific facilities shall be provided at Pumping Stations:

1. Duty and standby pumps
2. Flow meter on the outlet
3. Hours run meters for each pump
4. Ammeters

Commissioning of Plant

A commissioning report from the plant supplier or from an agreed third party shall be prepared to the satisfaction of the local authority before the plant is brought into operation. The developer will be required to obtain the necessary feed source for the plant in order to enable its performance to be measured.

Safety Requirements

Each plant shall have a safety statement and safe work practice sheets which will be the responsibility of the plant operator to implement and update as required

Appendix D: Open Spaces - Specification For The Development Of Grassed And Landscaped Open Space Areas

With the exception of any features to be retained, grassed open space areas shall be free of rock and all hazardous objects and be developed for usage by persons present on the areas for the purpose of engaging safely in recreational activity.

1.0 TOPSOIL

Topsoil shall conform to the description of topsoil set out in British Standard Specification No. 3882; 1994, entitled "Specification for Topsoil". Topsoil shall be good quality medium topsoil loam, easily moulded when moist. It must be neither too sticky nor leave a smooth polished surface when smeared. It shall be free from all chemical or other pollutants without excessive proportions of stones or flints and those present must not exceed 50mm gauge. It must not include subsoil, excessive proportions of clay, sand, chalk or lime, nor may it include rubbish or other extraneous material, pernicious weeds or couch grass whether roots or top growth, or roots of trees or shrubs. A minimum depth of 150mm of topsoil is required.

2.0 GRADING AND CULTIVATION

All grassed open space areas should be suitably graded so that the areas can be safely cut by four wheel drive ride on mowers.

Surface cultivation shall be carried out where appropriate and shall be as defined and described in British Standard Specification No. 4428; 1989, entitled "Code of Practice for General Landscape Operations", Section 4.

3.0 DRAINAGE

Drainage works shall be provided where appropriate and for the reasons outlined in British Standard Specification 4428; 1989, entitled "Code of Practice for General Landscape Operations", Section 3.

Connection to existing drains or manholes shall be executed in a careful and workmanlike manner and to the satisfaction of Offaly County Council.

Sand Slit Drainage to consist of a 300mm X 50mm trench. The spoil from trench excavations shall be removed simultaneously with the trenching operation. The trench shall have the profile of 225mm approx. of clean evenly sized washed pebble topped to surface levels with silica sands Grade T.

4.0 SEEDING OF GRASS AREAS

Grass seeding shall be carried out in accordance with British Standard Specification 4428; 1989, entitled "Code of Practice for General Landscape Operations", Section 5.

In the development of grass landscape areas the seeds to be used are the amenity grass mixtures and certification of these mixtures are to be presented to Offaly County Council. On no account should grass seed mixture intended for high yield grass for agricultural purposes be used.

4.1 Preparation Of the Seed Bed

The seed bed shall be prepared in accordance with British Standard 4428; 1989 entitled "Code of Practice for General Landscape Operations", Section 5.3. No seed shall be sown until the cultivation and preparatory work have been approved. Finish topsoil level shall be 25mm above adjoining paths, kerbs and manholes.

Sowing of seed strains shall be carried out during calm weather conditions with equal sowing in traverse directions at the specified rate per square metre as described in British Standard 4428; 1989, entitled "Code of Practice for General Landscape Operations", Section 5.3.

4.2 Initial Topping Cut

Immediately before cutting, all stones above 25mm in any dimension should be hand picked and the area should be crossed with a lightweight roller to firm the grass and consolidate the surface.

When the grass is established from 40mm to 75mm high, according to seed mixture, it should be topped with a rotary mower so as to leave from 25mm to 50mm of growth and to cut weeds, in order to control the growth of coarser grass and to encourage tillering.

A mowing programme should be organised that gradually reduces the height of the grass. Grass cutting machinery should be very sharp and in good condition to avoid pulling out young seedlings.

When cutting takes place without a box all arisings should be spread evenly to prevent damage to the growing grass beneath. This applies particularly to grass cut during periods of dull or wet weather.

5.0 SUPPLY AND PLANTING OF TREES

Quality of Plants

All feathered trees and ordinary nursery stock trees shall conform to British Standard 3936; Part 1, 1992, and all advanced nursery stock trees shall conform to British Standard 4043; except where otherwise specified. They shall have a strong fibrous root system with sufficient anchorage roots to give stability, a straight self supporting stem with at least three lateral branches, and be in a condition for successful transplanting.

Bare roots shall be protected with hessian or other suitable material during delivery to site. Plants with balled roots shall be supplied with the root system, together with the original ball of soil securely wrapped with hessian, polyethylene sheeting or other suitable material during delivery to site.

Trees shall be supplied with a rootball of adequate diameter and depth appropriate to the size and species of the tree. The minimum diameter of the rootball in all cases shall be not less than 10 times the diameter of stem measured at 300mm above ground level.

1. Timing Of Planting and Delivery to Site

Planting of field grown plants shall not be commenced before 30th September or continued after 31st March following unless authorised in writing. Planting will be suspended during periods of severe frost or when planting positions or areas are water logged.

No plant shall be delivered to site until the preparation of its planting position or area is practically complete. The landscape contractor will be responsible for the adequate protection of all plant material from the time of delivery from whatever source until Planting has been approved. Care is to be taken to protect the foliage and roots from adverse weather conditions including heat, frost and drying winds. Where delay between delivery of plants and planting is unavoidable, the landscape contractor shall heel in property bare rooted plants in a prepared trench and pack moist soil/compost around the root. In frosty weather the plants shall be given extra protection with straw or similar material. Pot grown and balled rooted plants shall be protected from

exposure to direct sunlight and shall be watered as necessary to prevent drying out of the roots. All pot grown and balled root plants shall be thoroughly watered two hours prior to the removal of the pots or wrappings. Pots, containers and other protective materials shall not be removed until immediately prior to planting.

2. **Setting out and Planting Instructions**

The landscape contractor shall carry out planting in accordance with supplied drawings. All trees shall be planted in the positions and in numbers indicated on the drawings and shall be planted in an informal manner so as to avoid a rigid matrix.

Unless otherwise agreed the ground shall be cultivated to a depth of 600mm in all shrub planting areas.

In paved and hard surface areas, tree pits 1220mm square and at least 1200mm in depth shall be prepared by the excavation and removal from the site of surfacing material, hard-core foundation and subsoil prior to the importation of which shall conform to the description of topsoil as set out in British topsoil Standard Specification No. 3882; 1994, entitled "Specification for Topsoil".

3. **Planting Method**

Standards of workmanship and materials used for planting and staking shall be as is outlined in British Standard Specification No. 4428; 1989, entitled "Code of practice for General Landscape Operations", Section 7 - amenity tree planting, Section 8 - woodland planting, Section 9 - planting of shrubs, herbaceous plants and bulbs.

The roots of all bare root shrubs and transplants are to be treated with alginure root dip prior to planting, using a mixture of one part alginure to three parts water.

Tree stakes should be driven into the ground off centre of the prevailing wind side of tree. The pit will be partially backfilled with a mixture of topsoil, compost and fertiliser and the tree placed in the pit to the depth of the nursery soil mark, ensuring the roots are fully spread. The remaining mixture shall be used to cover the roots and shall be distributed amongst them by shaking them with a gently up and down movement and then firming by walking.

Each tree shall be firmly secured to the stake after planting so as to prevent excessive movement or abrasion using a rubber buffer between the tree and stake. The tree shall be secured at the top of the stake about 0.6M from ground level. These ties shall allow for growth or secondary thickening of the tree stems.

On completion of planting any broken branches shall be pruned, damaged areas of bark shall be cut back to sound tissue. After planting trees, they should be watered thoroughly, with approximately 30 litres per tree.

4. **Tree Stakes Ties and Tree Guards**

Trees shall be staked using straight well formed Douglas fir or spruce poles, 1.53M in length (2.75M in length where use of tree guards is specified), driven 750mm into the ground before planting. These poles shall have all side shoots and laterals removed and shall be impregnated with copper chrome or copper chrome arsenic water borne wood preservative in accordance with I.S. 131; 1964. The poles shall be 90mm to 100mm in diameter at the heavy end and 75mm to 90mm at the light end. They shall be tapered to a point of 300mm in length at the heavy end and shall be trimmed to an angle of 45° at the light end after planting.

Tree guards shall be manufactured from 50mm X 50mm X 10 gauge weld mesh and shall be 1830mm X 920mm cylinder shape formed to 300mm diameter and are to be hot dipped galvanised, with an overall weight of 0.25kg/ft.

Where the use of tree guards is specified, a 2.75M length of tree stakes specified above should be used.

6.0 SUPPLY AND PLANTING OF SHRUBS, CLIMBING PLANTS AND HEDGES

Shrubs shall be provided and planted in precise locations as agreed by Offaly County Council. Shrubs shall be as is defined and described in British Standard Specification No. 3936; 1992. entitled "Nursery Stock Part 1. Specification for Trees and Shrubs".

Standards of workmanship and materials used shall be as is described in British Standard Specification No. 4428; 1989, entitled "Code of Practice for General Landscape Operations", Section 9. All shrubs be true to name, vigorous, well grown specimens of their type, free from disease and insect pest. All shrubs shall be container grown in removable plastic containers unless otherwise stated. Shrubs considered to have inadequate size development at the time of planting must be replaced upon the instructions of Offaly County Council.

1. Replacement Planting

The landscape contractor shall replace during the following planting season all plants which fail to show growth or develop full foliage during the first growing season after planting. All such replacement planting shall be at the landscape contractors expense who shall also be responsible for any preparatory and other work necessary to be properly carried out, including the removal and disposal of dead plant material.

2. Grass Maintenance on Reseeded Areas

The Developers shall carry out the following operations prior to taking in charge by Offaly County Council - stone picking down to 25mm, weed elimination, cutting, repair of all erosion and settlement, filling of all holes to ensure uniform grading throughout and reseeded as necessary to establish a uniform and healthy stand of the specified grasses.

APPENDIX E:
COMHAIRLE CHONTAE UÍ FHAILÍ
OFFALY COUNTY COUNCIL

Application to have development taken in charge by Offaly County Council

Developers Name:	_____
Developers Address:	_____
Telephone No.:	_____
Development Name:	_____
Development Location:	_____
O.S. Map No.:	_____
Planning Reference Numbers: Development Contribution Receipt Numbers:	_____
Connection Fee Receipt Numbers:	_____
No. of Houses:	_____
No. of Apartments:	_____
No. of Commercial Units: As-Constructed Drawings Completed By:	_____
Qualification:	_____
Items Submitted With This Application Form: (Tick As Appropriate ✓)	
As-Constructed Drawings	_____
Public Lighting Design	_____
Third Party Insurances Certificate	_____
Copies of Wayleaves	_____
Drainage Layout Plan (diskette)	_____
Grass Seed Mixture Certification	_____
I the undersigned hereby apply to have the following elements of the above development taken in charge by Offaly County Council.	
Signed: _____ Developer	Date: _____

1. Public Lighting

No. of Public Lights: _____
Type of Lantern: _____

2. Roads and Footpaths

Length of Roadway _____ (meters)
Length of Footpath _____ (meters)

3. Watermains

Lengths (m)	Diameters (mm)	Material	Class
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

4. Foul Sewers

Number of foul sewer manholes: _____

Lengths (m)	Diameters (mm)	Material
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

5. Surface Water Sewers

Number of S.W.S. Manholes: _____
Number of Road Gullies: _____

Lengths (m)	Diameters (mm)	Material
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

6. Open Spaces

Area (s) _____ (hectares)

THIRD PARTY CERTIFICATION

Certificate No. 1

For the benefit of Offaly County Council, this is to certify that:

(a) Sewers have been tested and passed tested and passed in accordance with the requirements of Clause 3.20 of "Recommendations for Site Development Works for Housing Areas" – Department of Environment and Local Government (November 1998).

(b) Water pipes have been tested, passed and steralised in accordance with the requirements of Clause 4.18 of "Recommendations for Site Development Works for Housing Areas" – Department of the Environment and Local Government (November 1998).

Signed: _____ Date: _____
Third Party
Qualification: _____

Certificate No. 2

For the benefit of Offaly County Council, this is to certify that the roads and footpaths comply with the requirements of Offaly County Councils "Taking in Charge Policy for Private Housing Developments" document.

Signed: _____ Date: _____
Third Party

Qualification: _____

Certificate No. 3

For the benefit of Offaly County Council, this is to certify that the development complies with the Planning Permission granted.

Signed: _____ Date: _____
Third Party

Qualification: _____