



---

---

---

**Roads Department  
Tipperary County Council  
Civic Offices  
Limerick Road  
Nenagh  
Co. Tipperary E45 A099**

**Date:** \_\_\_\_\_

**Local Improvement Scheme 2021**

Dear Sir/Madam

I refer to your request for an application for a grant to carry out improvements under the Local Improvement Scheme for non-public accommodation roads, which is operated by Tipperary County Council, and I attach the relevant application form incorporating particulars of the Scheme.

Proposals for which **fully completed** application forms are submitted will be investigated and prioritised in accordance with Tipperary County Council’s Policy on Local Improvement Schemes. Works prioritised for execution under the scheme will be progressed subject to the allocation of funding by the Department of Rural and Community Development. No approved work will however be undertaken unless and until the joint cash contribution from benefiting landowners is paid to the Council.

It is likely that the value of applications for the Local Improvement Scheme will far exceed the annual allocation by the Department of Rural and Community Development and consequently it will be necessary to place applications on a List.

**Please ensure that all sections of the form are fully completed and submitted with the following documents:**

- **Copy of at least 2 Folios with Maps showing two (2) registered owners (or Lease Agreement). Where a Lease Agreement is submitted, written consent of the Registered Owner must also be provided.**
- **Copy of map with location and length of roadway indicated thereon.**
- **Herd Number and copy of Basic Scheme Maps provided by Department of Agriculture, Food and the Marine, or other documentation which demonstrates engagement in agricultural activity, for at least two (2) landowners/leaseholders.**
- **Please comply with Public Health Guidelines in the completion of this form.**

**An application is not included on the Local Improvement Scheme List until fully completed and approved.**

Yours faithfully

Michèle Maher

for **DIRECTOR OF SERVICES  
ROADS, TRANSPORTATION & INFRASTRUCTURE**

**LOCAL IMPROVEMENT SCHEME 2021**

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

**To Director of Services  
Roads, Transportation & Infrastructure  
Tipperary County Council  
Civic Offices  
Limerick Road  
Nenagh  
Co Tipperary E45 A099**

(1) We the undersigned, each being the owner/occupier of agricultural land in the townland(s) referred to at (1) hereunder, hereby apply to Tipperary County Council for a grant towards the cost of work described in (1) – (4) Part I of the application overleaf, and, if the grant is made available, we apply to have the said work carried out by Tipperary County Council as Agent for each of us. We and each of us hereby agree to be bound in all respects by each and every one of the terms and conditions of the Scheme as set out in Part II of the schedule hereto.

(2) 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 said

Mr/Mrs/Ms \_\_\_\_\_.

**(3)List 1**

<b>Signature (each applicant should personally sign the form)</b>	<b>Postal Address Contact Phone Number &amp; Eircode</b>
1.	
2.	
3.	
4.	
5.	
6.	
7.	
8.	
9.	

(Further signatures, with Postal Addresses may be written on a separate sheet if necessary).

(4) I certify that **List 1** above and **List 2** on page 5 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: \_\_\_\_\_  
\_\_\_\_\_

Eircode: \_\_\_\_\_

Telephone No. \_\_\_\_\_

Email Address: \_\_\_\_\_

Date: \_\_\_\_\_

<b>For Office Use Only</b>	
File Ref:	_____
Year of Application:	_____

**PART I - PARTICULARS OF WORK FOR WHICH APPLICATION IS MADE**

1. Electoral Division \_\_\_\_\_  
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 Tipperary County Council? **YES/NO**

\_\_\_\_\_

Is Road in an Amenity Area: **YES/NO** \_\_\_\_\_

(Amenity roads are non-public roads leading to important community amenities such as graveyards, beaches, piers, mountain access points or other tourist/heritage sites)

6. Does the proposal serve any outside families, or the public generally, and if so for what purposes?

\_\_\_\_\_

7. No. of Houses which would benefit from the works

\_\_\_\_\_

8. No. of Parcels of Land (Non – Residential) \_\_\_\_\_

9.	Name of Landowner/Householder	Folio Number <u>Attach copy of folios and/or lease agreements where applicable</u>

10. Are there any special circumstances to be considered? e.g. Physical Disability, Elderly, etc

\_\_\_\_\_

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? **YES/NO**

\_\_\_\_\_

13. **List 2:** 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 indicating that they have no objection to the proposed works outlined above. **If there are no beneficiaries other than those who have signed at List 1 the word "None" should be written here.**

Name	Postal Address

**SCHEDULE**

A road must be open to the public and benefit two or more parcels of land owned or occupied by different persons, or, in relation to rights of turbary etc. serve two or more persons entitled to such rights.

**The following roads would not satisfy the requirements of the Scheme:**

- a) A road open to the public which only benefits one landowner.
- b) A road serving only houses or buildings occupied or used by persons not engaged in agriculture.
- c) A road with gates (entry or exit) restricting access as it is not considered open to the public.
- d) A road serving only Local Authority properties.
- e) A road leading to bogs developed commercially for large scale turf production.
- f) Projects involving drainage works only.
- g) A road leading to commercial enterprises.
- h) A road involving minor works which is within the competence of the applicants to do themselves.

**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) 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 Tipperary County Council before the work is commenced.

**The Local Contribution applicable is 10% or 15% of the cost of the project (including VAT) i.e. 10% up to and including 5 residences and 15% for 6 or more residences up to a maximum of €1,200 per person.**

- (3) 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.
- (4) The contributors and any other persons whose lands or interests appear to be affected by the proposed work must, if 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.
- (5) 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.
- (6) Tipperary County Council will employ the necessary labour and will arrange to carry out the work subject to the conditions that (1) the person 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 that person 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 representative.
- (7) Tipperary 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 Tipperary 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.
- (8) Tipperary 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 Tipperary County Council will not have any liability to be bound to expend on the work for its completion any sum in addition to the agreed sum, but 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.
- (9) When the work has been carried out, the applicants shall maintain it in good order and repair at their own charge and expense, and Tipperary County Council will not have any liability for the maintenance of the work.
- (10) Roads where LIS works are completed will not subsequently be taken in charge by the Council.

**ALL QUESTIONS ON APPLICATION MUST BE ANSWERED**

Return Form To: Yvonne Kennedy, Roads Section, Tipperary County Council,  
Civic Offices, Limerick Road, Nenagh,  
Co. Tipperary E45 A099

Email to: [lis@tipperarycoco.ie](mailto:lis@tipperarycoco.ie)

**Closing date for receipt of applications is  
Friday 5<sup>th</sup> February 2021 @ 12 Noon**

**Tipperary County Council is required to comply with the Data Protection Acts 1988 – 2018 and Data Protection Regulations. Details of the "Privacy Statement for Tipperary County Council" can be viewed on the Council's website at [www.tipperarycoco.ie](http://www.tipperarycoco.ie).**