

Housing Estate Taking in Charge Form (Part A)

COMHAIRLE CONTAE CHIARRAÍ KERRY COUNTY COUNCIL

Application to have development taken in charge by Kerry County Council

Developers Name: _____

Developers Address: _____

Telephone No: _____

Development Name: _____

Residents Association
Contact: _____

Development Location: _____

O.S. Map No. : _____

Planning Reference No's: _____

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 ☐

Copies of Wayleaves: ☐

Certificate:

Drainage Layout Plan (diskette): ☐

€500 Fee ☐

2 I, the undersigned hereby apply to have the following elements of the above development taken in charge by Kerry County Council

Signed: _____ Date: _____

1. Public Lighting

No. of Public Lights: _____

Type of Lantern: _____

2. Roads

Length of Roadway _____ (metres)

3. Footpaths

Length of Footpath _____ (metres)

4. Watermains

Lengths (m) Diameters (mm) Material Class

_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

5. Foul Sewers

Number of foul sewer manholes: _____

Lengths (m) Diameters (mm) Material

_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

6. Surface Water Sewers

Number of S.W.S. Manholes: _____

Number of Road Gullies: _____

Lengths (m) Diameters (mm) Material

_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

7. Open Spaces

Area(s) _____ (hectares)

8. Performance Bonds

Amount: _____

Expiry Date of Bond: _____

THIRD PARTY CERTIFICATION

Certificate No. 1

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

(a) Sewers have been 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 sterilized 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: _____

Details of Professional Indemnity Insurance (copy to be attached)

Certificate No. 2

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

Signed: _____ Date: _____

(Third Party)

Qualification: _____

Details of Professional Indemnity Insurance (copy to be attached)

Certificate No. 3

For the benefit of Kerry County Council, this is to certify that the development complies with the planning permission granted.

Signed: _____ Date: _____

(Third Party)

Qualification: _____

Details of Professional Indemnity Insurance (copy to be attached)

APPENDIX B

TAKING IN CHARGE REGISTER

Estate Name / Development Name:

Estate Location / Development Location:

Applicant Name: (requesting the taking in charge)

Residents Association Contact:

Developer:

Planning Reference Number:

Development Description:

Date of Receipt of Taking in Charge Application:

Housing Estates taking in charge form (Part B).

Name of Housing Development: _____

Address of Development: _____

Planning Registration Number: _____

Developer: _____

General:

Confirm that the development fully complies with all the conditions of Planning Permission Reg. No(s) :	
Confirm roads, footpaths and open spaces in the Estate are tidy with all debris and weeds removed	
Site Location map (Scale 1:2500 or 1:1000) with the overall residential development (site) clearly outlined in red	
Site Location map (Scale 1:2500 or 1:1000) with only the area to be taken in charge outlined in red	
state Layout (Scale 1:500) with only the area to be taken in charge outlined in red, open space coloured green and wayleaves outlined in yellow	
Please submit "as constructed " drawings (scale 1:500) and an electronic copy on CD of the development indicating:	
1. Layout, levels, lengths and widths of roads and footpaths	
2. Layout, diameters, gradients and levels of foul and surface water sewers and manholes	
3. Layout and diameters of watermains. locations of all Valves	
4. Layout of all services. including ESB and Telecom ducts and all Chambers	
5. Public Lighting Layout	
6. Landscaping and open space layout and details of Planting	
7. Details of all boundary treatments	
8. Full details of pumping station, including pump specification and manufacturers manuals, details of control panels and systems	
9. Full details of waste water treatment plant, including waste water treatment plant specification and manufacturers manuals, details of control panels and systems	
Confirm that CCTV Survey of storm and foul sewers has been undertaken.	
Confirm that nameplate is in position and directions to house no. 's are provided	

<i>Roads & Footpaths:</i>	
<i>Confirm that the sight distance at entrance and junctions within the Estate are as per planning permission</i>	
<i>Confirm that widths and alignment of roads, footpaths and turning areas are as per planning permission</i>	
<i>Confirm that surface of roadway and footpaths are free from defects such as distortions, ponding, mechanical damage, cracking, mortar adhesions etc.</i>	
<i>Confirm that joints in footpaths are sealed with patent sealant.</i>	
<i>Confirm white line and stop sign at Estate Entrance is in Place</i>	
<i>Confirm that all kerbs are undamaged properly bedded and that the joints are filled</i>	
<i>Confirm that footpaths are dished at junctions and road crossings</i>	
<i>Foul and Surface Water Sewers:</i>	
<i>Confirm that foul and surface water sewer systems are satisfactory and not subject to blockages</i>	
<i>Confirm that connection intrusions do not exceed 5mm into bore of main pipe and are properly sealed</i>	
<i>Confirm that manholes and pipes are free from debris, and that the benching and general finishes are of a high standard</i>	
<i>Confirm that all manholes covers and frames are adequately supported by engineering brick or in situ concrete</i>	
<i>Confirm that there is at least one road gully per 200m² of Roadway</i>	
<i>Confirm that the road gullies are cleaned and the lockable grating is not jammed by the road surfacing</i>	
<i>Confirm that all the dwellings in the development have been checked for cross connection and that foul effluent is not discharging to the surface water sewer and surface water is not discharging to the foul sewer.</i>	

Watermains & Hydrants:	
Confirm that there is a hydrant within 50m of any Dwelling	
Confirm that all hydrant covers are painted yellow all hydrant markers are in place	
Confirm that all valve covers are painted yellow all valve markers are in place	
Confirm that hydrant chambers are free from debris and that there is min 100mm clearance around the outlet	
Confirm that there are sufficient valves to isolate a maximum of 40 no. dwellings	
Confirm spindle of valve situated 200mm off the surface or that spindle extension is fitted	
Confirm that water meter and totaliser are in position	
Public Lighting:	
Confirm that lighting has been provided to a layout agreed with Kerry County Council	
Confirm that all lights are working	
Confirm that all lighting standards are numbered and that the bases are secure and neatly placed in the footpaths	
5 no. copies of the following should be submitted to the Public Lighting Section to request the public lighting to be taken in charge:	
1. A public lighting layout, to a scale of 1/500 or 1/1000, indicating the location of lighting columns, their reference number, the supply circuits and micropillars.	
2. A schedule of lanterns including the type of light fitting used and the wattage.	
3. Completion certificates from the electrical contractor.	
4. TMRN numbers and account numbers. These should be sent to Public Lighting Section, Roads Department , Kerry County Council, Rathass, Tralee, Co. Kerry. Contact number: Kenneth Leahy 066-7183588	

<i>Open Spaces, Boundaries and Landscaping :</i>	
<i>Confirm that landscaping has been completed in accordance with agreed landscaping plans</i>	
<i>Confirm that all boundaries have been constructed as per planning permission,in particular, those adjoining public open space</i>	
<i>Pumping Stations:</i>	
<i>Confirm that pumping station has been provided as per agreement with Kerry County Council</i>	
<i>Confirm that the pumps manufacturers specification and operation manual together with the full service record since commissioning has been submitted</i>	
<i>Confirm that pumps are operating satisfactorily andconfirm the number and frequency of blockages or other failures</i>	
<i>Confirm the amount of storage availableConfirm that vents have been provided to the system</i>	
<i>Wastewater Treatment Plants:</i>	
<i>Confirm that the waste water treatment plant has been constructed as per planning permission or subsequent agreement with Kerry County Council</i>	
<i>Confirm that the WWTP manufacturers specification and operation manual together with the full service record since commissioning has been submitted</i>	
<i>Confirm that WWTP is operating satisfactorily and submit results of all effluent samples taken prior tocommissioning</i>	
<i>Confirm that access roadway and fencing has beenProvided</i>	
<p><i>I confirm that the above checklist is completed to be true and correct and in compliance with planning permission and statutory obligations.</i></p> <p><i>Signed (Block Capital)</i> _____</p> <p><i>Signature</i> _____ <i>Date:</i> _____</p>	

Owners Taking In Charge Application Form

House No: _____

Owners Name: _____

Proof of Ownership:

Letter from Solicitor: _____

Land Registry Documentation: _____

House No: _____

Owners Name: _____

Proof of Ownership:

Letter from Solicitor: _____

Land Registry Documentation: _____

House No: _____

Owners Name: _____

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