

APPLICATION FORM FOR LOCAL IMPROVEMENTS SCHEME (LIS)

We the undersigned, each being the occupier of a property in the townland(s) referred to at (1) overleaf, hereby apply to Longford County Council for a grant towards the cost of work described in **Part 1** of the Schedule overleaf, and if the grant is made available, we apply to have the said work carried out by the County Council and agree that Longford County Council, in carrying out the work will be acting as agents on our behalf, and not in their capacity as Road Authority and accordingly and work which consists of making or improving a road, shall, when completed not be regarded as a public road. 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 forth in **Schedule 3**

We the undersigned, as detailed in **List 1** below, as persons whose lands or interests would benefit by the proposed work, and who have joined in this application detailed hereby appoint and delegate full power to _____ of _____ to act as our representative in all correspondence and other business arising out of this application.

LIST 1

(Persons whose lands or interests would benefit by the proposed work, and who have joined in this application)

Name *	Postal Address	Area of Land Served	Folio No. *

* Each applicant should personally sign the form
 * A map identifying the lane must be attached in respect of each affected landowner

I certify that **List 1** and **List 2** (on page 2) contain the names of all landholders and others whose lands, houses or other property would be served or benefited by the proposed work.

Signed by Applicant's Representative: _____

Contact Telephone No.: _____ **Date:** _____

PART 1 – PARTICULARS OF WORK FOR WHICH APPLICATION IS MADE

1. Electoral Division: _____
Townland: _____
2. Type of Work Proposed: _____

3. Approximate Length (metres): _____ Approximate Width (metres): _____
4. Exact Location of Work (*describe where it starts and ends*): _____

5. Has the proposed road ever been maintained by, or repaired, or improved by the County Council?:

6. No. of occupied dwellings served by lane: _____ No. of land holdings served by the land: _____
7. Is there any other information which may assist with your application, (i.e. hardship, elderly or disabled occupants, medical grounds, etc)

8. Does the proposal serve any outside families, or the public generally, and if so, for what purpose?:

9. Details and consent of all persons (see schedule 3 (note 6)) whose interest or lands would be affected in any way by the proposal

LIST 2

*(The signatures of all other persons whose land 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 and consent to same in accordance with the terms and conditions of this scheme. **If there are no beneficiaries other than those who have signed at List 1 the word "None" should be written here**)*

Name *	Postal Address	Area of Land Served	Folio No. *

* Each applicant should personally sign the form

* A map identifying the lane must be attached in respect of each affected landowner

SCHEDULE 1

Eligibility:

1. Local Improvement Schemes relate to assistance by Local Authorities towards the construction or improvement of **non public roads**.
2. Projects, which provide access to parcels of land of which **at least two** are owned or occupied by different persons, engaged in separate agricultural activities. (*Proof of two landowners must be provided*)
3. Projects, which provide access for harvesting purposes (including non-commercial turf harvesting) for two or more persons.
4. Projects relating to roads which, in the opinion of the County Council shall be used by the public, e.g., to lakeshore, green or common area.
5. In addition, the guidelines make provision for the Council to exercise discretion where there are special circumstances, e.g., hardship, elderly or disabled occupants.

The following projects DO NOT COMPLY with the conditions of the Scheme:

1. Roads serving only houses or buildings occupied or used by persons not engaged in agriculture.
2. Roads serving only Council cottages, i.e. non-vested cottages.
3. Roads or drains on bogs being developed commercially for large scale turf production for sale.
4. Drainage only works.

SCHEDULE 2

Documentation

All applications must be accompanied by:-

- (a) A copy of an ordnance survey sheet (scale 6" to 1 mile) with the road, the subject of the application, marked clearly thereon in different coloured ink. The same sheet should outline in different coloured inks, all lands which the roadway serves and which is in the ownership of the different applicants and also in the ownership of persons who, although they might not be party to the application, have lands which are also served by the road.
- (b) A certified Folio and map available from Land Registry must be attached in respect of each affected landowner.

Further information on any application may be requested by the Council in due course.

Failure to provide all necessary documentation or further information by the applicants or affected third parties (see item 6 in Terms and conditions) may result in the application being rejected.

SCHEDULE 3

Terms and Conditions:

1. The level of local contribution will be determined in accordance with Department instructions and scheme criteria in place at that time. As a guide to applicants prior to 2017 Department of Transport funded schemes set the local contribution at 20% of the estimated costs. As of October 2017 the local contribution was calculated at 10% in respect to eligible roads with up to and including 5 residents and 15% for those with 6 or more residents.
2. The local contribution shall be paid by the contact person on behalf of the individual beneficiaries prior to commencement of works on any project.
3. The work must be strictly necessary and not merely ordinary maintenance of a kind, which the applicants could reasonably be expected to do for themselves.
4. The applicants 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 Longford County Council before the work is put in hand.
5. Contribution 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 if necessary, and without charge in connection with the execution of the work.
6. Prior to the carrying out of an approved project written consent must be obtained from all landholders whose land or interests are likely to be affected. This includes in the case of road works, the owners of the land on which the road is situated, and in the case of drains, all riparian owners, owners of downstream lands likely to be affected by the carrying out of the work, and in certain cases upstream landholders who may have a claim that their interests would be adversely affected by the lowering of water levels. The contributors and any other persons whose lands or interest appear to be affected by the proposed work must, prior to commencement of operation, sign the prescribed form giving their full consent to the execution of the work including entry to their lands, etc.
7. The applicants must arrange amongst themselves for the provision without cost to Longford County Council of any lands, which may be required for the construction, or widening of the roadway or drain as the case may be.
8. Longford 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 Longford 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.
9. Longford County Council will expend upon the work the sum agreed (i.e. the estimated cost) and in the event of that sum not being sufficient to complete the entire work specified, Longford 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 so request and agree to pay such sum as may be required by way of additional local contribution.
10. When the work has been carried out, the applicants shall maintain it in good order and repair at their own charge and expense, and Longford County Council will not have any liability for the maintenance of the work.



Schedule 4

LONGFORD COUNTY COUNCIL
Local Improvement Scheme Consent form

Consent of affected landowners and beneficiaries.

(To be signed by all affected landowners as detailed in the application)

Scheme Location as per application: _____

Proposal of Longford County Council to construct and/or repair and improve, on behalf of the adjoining landowners and other users of road as detailed in schedule hereunder.

We the several persons whose names are set forth in the Schedule hereunder in consideration of the advantages which would accrue to us from the construction and/or repair and improvement of the said road to width of not more than 3 metres clear of fences and drains through our respective lands or holdings and for the purpose aforesaid we severally agree to give up the land required for the road and fences and drains thereof, and to provide such material on our respective holdings as maybe necessary free of charge and without any reduction or deduction from the several rents, purchase monies or purchase annuities payable in respect of our several lands or holdings. We also note that the Council undertakes only to expend the estimated sum to the best advantage and in the event of the sum being insufficient to complete the specified work, the Council will not have any liability to expend any further sum.

And we hereby authorise the said Longford County Council, its staff and all other persons directed by them to enter upon our lands or holdings with or without vehicles to make, construct, lay down and/or repair and improve the road and erect fences and cut drains and take necessary materials and such land in addition to the width of the road aforesaid as may be required for the construction of such road, fence and drains and to do all things necessary for the completion of the road.

And when the work has been carried out, we bind ourselves to maintain it in good order and repair at our own charge and expense and we agree that Longford County Council will not have any liability for the maintenance of the said road.

In witness whereof we have subscribed our names in the Schedule hereunder on the date(s) shown against our respective names.

Table with 4 columns: Name & Address of Beneficiary, Signature of Beneficiary, Witness to signature of Beneficiary (In the case of Beneficiary signing by mark, having first read and explained agreement), Date. The table contains 6 empty rows for signatures.

To be signed by scheme Spokesperson as specified on scheme application.

I [redacted] (as designated Spokesperson), hereby confirm that all affected landowners and beneficiaries are detailed in the above schedule having been made aware of the conditions of this scheme and have given their consents as required.