

APPENDIX 1

FINGAL COUNTY COUNCIL TIC POLICY

TIC Request Form

TIC Request Details to be submitted

Fingal County Council Formal taking in charge
Checklist

Appendix: 1

TIC Request Form. TIC Request Details to be submitted

Fingal County Council Formal taking in charge Checklist

The following checklist should be completed and submitted with the formal written request to Fingal County Council to TIC a housing estate/development.

In taking in Charge the requirements of the following requirements must be inspected and assessed for compliance with the Legislation, Fingal County Council Development and the Fingal County Councils specific TIC requirements.

Note: The inspections by the Council is only general and does not in any way exonerate the developer or certifying competent agencies/firms from their liabilities

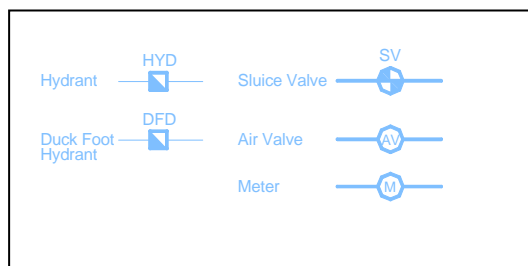
General Requirements:

List of evidence to be produced by the developer to demonstrate completion of estate to the appropriate standards

- Submit certificates/confirmation by Architect or Engineer responsible for designing and supervision the construction that the development has been carried out in accordance with the planning permission granted and the current building regulations
- All drawings submitted for taking in charge must be 'As Constructed' and must show all roads, footpaths,

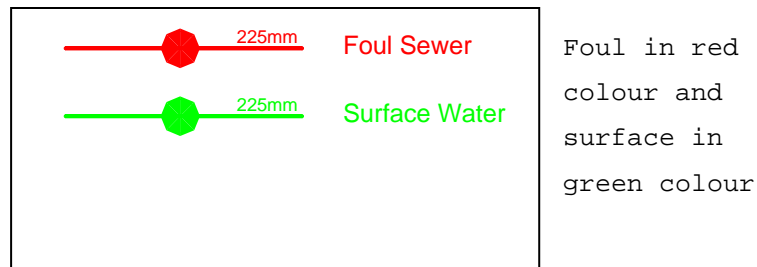
verges, open spaces, areas under management, parking areas, houses garden boundaries and site boundary. In particular they must comply with the following requirements:

- ◆ Drawings to be submitted in AutoCAD (.dwg) format, via CD or e-mail
- ◆ The drawing must be geo-referenced to tie in with the O.S.I. maps
- ◆ The areas to be taken in charge ie, carriageway, cycle paths, footway and parking spaces are to be indicated by a solid yellow hatch. If possible hatching should be completed in small sections to speed up editing if changes have to be made.
NOTE - Parking spaces will only be taken in charge if they have not been sold or allocated to home owners - dedicated and non dedicated/public car parking spaces should be clearly indicated.
- ◆ Areas that will remain under the control of a management company must be clearly hatched in a different colour.
- ◆ The estate boundary to be depicted in red.
- ◆ Watermains including all sluice valves, hydrants and air vales etc to be marked in blue and annotated with SV / HYD / DFH / AV & Water Meter etc, See samples below. All pipe diameters are also to be indicated. It must be clear on the drawing exactly what each SV isolates, when switched off.



All lines and text in blue colour

- ◆ *All approved changes made onsite during the construction phase must be recorded and should be reflected on the submitted drawing.*
- ◆ *All manholes should be indicated by a solid circle in they're respective colours, ie. green for storm and red for foul. They must be individually referenced with the cover, invert and backdrop levels (relating to O.S.I Malin Ordnance Datum) noted on a separate table.*
- ◆ *Foul sewer lines to be marked in red and include pipe diameters. NOTE - Only main sewer lines needed, connections to buildings or house drains are not required*
- ◆ *Surface sewer lines to be marked in green and include pipe diameters. NOTE - Only main sewer lines needed, connections to buildings or house drains are not required*



- ◆ *Indicate road gully positions & connections to main surface water sewers*
- ◆ *All road names must be clearly marked*
- ◆ *House numbers must be clearly marked*
- ◆ *The details and locations of road markings and signage including any traffic calming interventions, ramps etc should be included on the drawing*

- ◆ *Total number of units in development required*
 - ◆ *Public lighting location*
 - ◆ *The drawings should be scaleable to 1:1000 or 1:500 with all items, text and symbols etc remaining legible*
 - ◆ *North point should be included*
 - ◆ *Attenuation tank details shown*
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- Evidence that all necessary way leaves for services are reserved forever in the transfer documentation to house purchasers.
 - Test results duly certified showing output in litres per minute from all fire hydrants in the development
 - Certified Results of strength, pressure and air tests carried out on gravity and pressure sewers and water mains
 - A CCTV survey/manhole survey completed at the developer's expense, of the collection systems as conditioned in the relevant planning permission (paper report and DVD). The sewers to be surveyed to be thoroughly cleaned out first and the CCTV Survey to be carried out using a camera which is capable of measuring distances from one manhole to another. The CCTV Survey report also to include a summary of any defects in the systems to be corrected by the Developer at his own expense.
 - An operational and maintenance/management (short term and longterm maintenance/management) plan for attenuation areas and other SUDS systems in the development including those in private spaces serving the development which discharge into the public/Fingal county council network.

- Safety File for the complete estate/development, certified by the Project Supervisor Design Process, who holds professional indemnity insurance.

Specific Requirements:

Checklist -Developer to be submitted with TIC request

- Written request to Fingal County Council to TIC estate/development which details all planning reference numbers and commencement notices.
- Is the development an authorised development?
- Has a certificate of compliance with planning permission granted been submitted by a suitably qualified person, who holds professional indemnity insurance.
- Are all development contributions paid in full?
- Are all connection fees have been paid in full?
- Is there a management company associated with the development or an area associated with the development, clearly delineate on drawings.
- Is the Housing Estate Name Agreed with Fingal County Council in accordance with naming and numbering protocol
- Has the Developer submitted a copy of the Safety File certified by the Project Supervisor Design Process, who holds professional indemnity insurance?
- Is there a bond or security lodged with the Planning Authority which will not be released until the satisfactory completion of the works?
- Is there requirements with regard to way leaves
- Has the Developer submitted evidence to the Council that all necessary way leaves for services are reserved forever in the transfer documentation to house purchasers?

- Has completed condition survey of the pavement, footpaths, cycle ways and road crossings been submitted
- Has the developer submitted an electronic copy and 3 hard copies of "as constructed" drawings (scaleable to 1:1000 or 1:500) of the development and do the drawings indicate the following information:
 - ◆ *The estate boundary depicted in red,*
 - ◆ *open spaces coloured green,*
 - ◆ *public and private car parking spaces clearly delineated*
 - ◆ *all roads, footpaths, cycleways*
 - ◆ *public lights*
 - ◆ *The house numbers clearly identifiable*
 - ◆ *The road nameplates and locations detailed,*
 - ◆ *Name Plate at housing estate entrance*
 - ◆ *The details and location of road markings and signage including any traffic calming interventions*
 - ◆ *Road Gully location details, are all gullies lockable*
 - ◆ *All services including water mains, valves, hydrants,*
 - ◆ *Foul Sewers,*
 - ◆ *Surface Water Sewers*
 - ◆ *Attenuation Areas & other SUDS Systems*
 - ◆ *CCTV Surveys and reports*
 - ◆ *Certified Results of strength, pressure and air tests carried out on gravity and pressure sewers and water mains.*
 - ◆ *The invert and cover levels of all manholes*
 - ◆ *The gradients of all sewer sections indicated on the drawings*
 - ◆ *Telecom ducts/poles,*

- ◆ *ESB ducts/poles,*
 - ◆ *Cable link ducts and all manholes.*
 - ◆ *Other utility companies ducts an chambers*
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Checklist -Fingal County Council i.e. For Office Use Only,

- Has General inspection by Local Authority Inspectors been carried out in respect of
 - Public lighting
 - Roads and footpaths
 - Water mains
 - Surface Water Sewers
 - Other utility company services
 - Foul Sewers
 - Attenuation Areas & SUDS Systems
 - Open Spaces
 - Play Areas
 - Other outdoor structure
- Is a return inspection required by Local Authority Inspectors been carried out in respect
 - Public lighting
 - Roads and footpaths
 - Water mains
 - Surface Water Sewers
 - Foul Sewers
 - Open Spaces
- Has appropriate fee been deducted from bond/security for return inspection
 - Fee Amount
 - Have items found to be incomplete or not up to the required standard, on previous inspection been corrected by the Developer at his own expense

- Final inspection where taking in charge can be recommended
 - Is the estate satisfactory in all respects of the previous inspections,
 - No fee required.
- Is the Developer in a position to transfer or convey to Fingal County Council, at his expense, all of the land contained in the planning permission affected by this taking in charge.