

MEATH COUNTY COUNCIL

Outdoor Dining and Street Furniture

Section 1 Introduction

The placement of furniture on the street, especially pedestrianised streets, fronting restaurants and coffee shops can enhance the ambience and atmosphere of the streetscape of our towns. It can enable businesses to improve services to their customers and generate additional revenues.

The requirements of pedestrians, cyclists and road users must be considered in all cases. Control is necessary to ensure that pedestrian movements are not restricted, access for emergency services is not impeded and that hazards are not posed to pedestrians from any type of obstruction, spillage or overturning.

A Street Furniture License is required prior to the placement of tables and chairs outside a premises (on the footpath, street or public realm) where food is sold.

All applications will be individually assessed under public health, fire safety and public circulation, planning criteria and terms and conditions will be attached.

For further information and guidance please refer to the following Document:

[Best Practice Guidelines Outdoor Dining and Urban Animation by Failte Ireland](#)

Section 2 Application Form

**PLANNING AND DEVELOPMENT ACT 2000 (as amended) (Section 254)
&
PLANNING & DEVELOPMENT REGULATIONS 2001 (as amended) (Article 201)**

**LICENCE APPLICATION FORM FOR TABLES, SEATING AND ANCILLARY
STRUCTURES ETC. ON PUBLIC ROAD, PATH, SPACES.**

*** THE GRANTING OF A LICENCE DOES NOT EXEMPT THE LICENSEE FROM THE
PROVISIONS OF ANY OTHER LEGISLATION.*

PLEASE USE BLOCK CAPITALS ONLY WHEN COMPLETING FORM

**APPLICATION FOR NEW LICENCE /RENEWAL OF EXISTING LICENCE
(delete as appropriate)**

1.	Postal Address of Site or Building (if none, give description sufficient to identify):	
2.	Name, address and telephone number of Applicant (Principal, not Agent):	
3.	Name, address and telephone number of person or firm responsible for preparation of drawings:	
4.	Name and address to which notifications should be sent:	
5.	Street name and location for which licence is requested (submit site location map) *Please note that the licence will be deemed invalid automatically, if on inspection of licensed area, items are found for which a licence has not been granted.	Proposed Dates of operation: From _____ To _____ Proposed hours of operation: From _____ To _____
6.	(a) State applicant's legal interest or estate in site (i.e. freehold, leasehold, etc) from which licence will be operated: (b) Date such interest acquired:	

7.	<p>Location, number and dimensions of:</p> <ul style="list-style-type: none"> - tables & chairs - any awnings, canopies, coverings, parasols, shades or windbreakers 	
8.	<p>For advertisement structure - details of advertisement proposed (e.g. Menu, Wording on advertisement)</p>	
9.	<p>List of documents to be enclosed with application:</p> <p>(1) 1/100 scale drawing (showing the proposed licensed area and the location and dimensions of the tables, chairs or other items of furniture to be located within the area and all in situ items of street furniture e.g. litter bins, kiosks/pedestals, public lighting, telecom cabinets, surface gully and all 'in situ' items of street furniture, etc. within 10m of the proposed area.</p> <p>(2) Photograph of premises.</p> <p>(3) 1/500 Site location map.</p> <p>(4) Detailed specification of tables & chairs and ancillary structures to be used.</p> <p>(5) Details specification of the screens to enclose the licensed areas.</p> <p>(6) Details of all ancillary appliances to support the provision of tables and chairs to be used.</p> <p>(7) Details of area to be used to store the licensed furniture overnight.</p> <p>(7) Details of refuse disposal/storage/management plan for the licensed area.</p> <p>(8) Proof of notice to adjoining properties.</p> <p>(9) Confirmation of sale of food on the premises (if applicable).</p>	

	(10) Confirmation of Intoxicating Liquor licence (if applicable). (11) Insurance Details as required. (12) Copy of Site Notice.	
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Please note that the licence fee will be invoiced and must be paid on approval in principle from the Municipal District Engineer. Annual Licence fee of €125 per table, per annum will apply unless waived for 2025 by the Minister for Housing, Local Government and Heritage.

If any of these requirements are omitted, the application may be deemed invalid and returned to the applicant.

I confirm that all the above information is correct and that I am aware that if a licence is granted it does not exempt me from the provisions of any other legislation.

I agree to abide by the conditions specified and any other conditions which may be attached by the Licensing Authority.

Signature of Applicant: _____

Date: _____

Section 3 Licence Requirements

General

- The granting of this licence refers only to the placing of tables, seating and ancillary apparatus on a public footpath immediately adjacent to the applicant's property. It does not permit any advertising or the storage and display of goods at the location.
- Licence shall remain in effect until the end date stated on the licence. All apparatus shall be removed if a renewal of the licence is not permitted. The granting of a licence does not automatically guarantee the renewal in subsequent years.
- A copy of the licence shall be prominently displayed at the main entrance outside the premises, so as to be clearly visible by members of the public and officials of Meath County Council/ or a member of An Garda Síochána. The licence will be deemed invalid if on inspection items are found in the licensed area for which a licence has not been granted.
- The licensee shall not sub-let the licensed area.
- A change of use of the licensed area shall require the submission of a new licence application.
- The granting of a street furniture licence may not be taken as authorisation to proceed with building or other operations in respect of which the permission of Meath County Council may be necessary under any other legislation.
- Meath County Council may reduce the licensed area in any particular case, where the occupied space is required in the interests of public safety to facilitate an event during the course of the licence period.
- Meath County Council may withdraw any Section 254 licence granted, at the request of An Garda Síochána.

Tables/Seating

- The maximum number of tables and seating including dimensions, and total area of required street space in square metres shall be as specified in the licence.
- Tables shall be spaced with a minimum of 1m between them. The tables and seating and/or other furniture shall be of robust and stable construction to prevent movement in adverse wind conditions.
- A 2 m wide obstacle free zone at business entrances and exit points shall be retained. A clear and direct entry between the public footpath and the entrance to the premises shall be maintained at all times.
- The footpath clearance as specified in the licence must be maintained to front of the licensed area at all times. 'Footpath clearance' is defined as the distance between the front edge of the licensable area and the edge of the footpath or the inside edge of any street

furniture elements, bollards, columns etc., wherever such exist. A minimum of 1.80m footpath clearance shall be required in front of the licenced area and in pedestrianised streets a continuous channel of at least 3 metres in width is required. This is to facilitate visually impaired persons, wheelchair users, etc.

- Street Furniture may only be placed on the street between the times specified on the licence and will be removed close of business and not later than 10:00p.m daily and stored within the premises. Storage of tables, seating and ancillary equipment is expressly prohibited in a public area or in the vicinity of an emergency exit.
- The tables, seating and ancillary apparatus shall not obstruct visibility at junctions, accesses, etc.
- No musical apparatus shall be used within the licensed area. And no music etc. shall be played or broadcast within the licensed area.
- The licensed area shall not enclose any public lighting columns or apparatus or use public lighting equipment for unauthorised supports or attachments. Access for maintenance purposes to public lighting equipment and the associated under-ground or over-head services shall be available at all times.
- All water main covers, sewer manholes and service access points for utilities shall be accessible at all times.
- No table, seating and/or ancillary apparatus shall be positioned over a fire hydrant.
- The tables and chairs or other furniture shall be of robust and stable construction to prevent movement in adverse wind conditions.

Screens

- The licensed area for tables and chairs shall be enclosed by way of screens, the design of which, including material proposed to be used, shall be approved by Meath County Council. Screens as are subject to the following standards:
 - Screens shall be plain, coloured or neutral canvas type, approx. 1.2 metres high, spanning between or framed by simple metal type posts.
 - Screens to be manufactured from flame/fire retardant material.
 - Base plates or weighted bases to screening posts must not extend outside the licensed area.
 - All screens, posts and bases must be demountable.
 - Screens must be sufficiently robust to prevent overturning in adverse wind conditions.
 - No advertising apart from the name of the premises to be used on the screens.
- Awnings, canopies, coverings, parasols, shades or windbreakers may only be used to cover the licensed area and details of same shall be set out in the licence application form.

Heating Appliances

- Heating appliances are subject to the following conditions;

- No heaters are to be used without written approval from the Chief Fire Officer, Meath County Council.
- Heating appliances and seating must be located so as not to obstruct escape routes.
- LPG cylinders must be stored in accordance with the recommendations contained in I.S. 3213: 1987 Code of Practice for the storage of LPG Cylinders and Cartridges
- All heating appliances should have the CE Mark and must be installed by a competent installer, maintained and used strictly in accordance with the manufacturer's requirements.

Litter

- Proposals to address potential litter issues within the licensed area shall be provided as part of the licence application.

Public Liability

- The licensee shall maintain the area used for tables and chairs or other furniture in an acceptable condition so as not to constitute a nuisance. He/she shall indemnify Meath County Council against all actions, suits, claims, demands by any person arising from injury or damage to person or property in consequence of the placement of the said table and chairs or other furniture on the footpath.
- The Licensee shall be required to submit for inspection to Meath County Council, and to continue to maintain a Public Liability Insurance policy, which provides cover to a minimum value of €6.5 million indemnifying Meath County Council against third party claims.
- Furniture and other items shall be removed immediately if requested by Meath County Council. Equally, Meath County Council reserves the right to cancel, suspend or vary the terms of the licence at any time. No claim for damages or loss of income under any heading shall be taken against Meath County Council for suspending, cancelling or varying the terms of the licence.
- No claim for compensation shall be entertained in respect of damages or losses suffered as a direct or indirect consequence of the maintenance requirements of any statutory undertaker.
- All costs incurred by Meath County Council, including any repairs to the public road and services necessary arising as a result of the operation of the licence, shall be at the expense of the licensee. Only Meath County Council shall carry out work on the public road/footpath. The licensee shall enter into an agreement with Meath County Council to pay for any repairs to the footpath or public roadway arising from the licence.
- Holes may not be made in the public road/footpath without the permission of Meath County Council.

Intoxicating Liquor Acts

If intoxicating liquor is being served in the area covered by this licence, the licensee must also comply with the requirements of the Intoxicating Liquor Acts. Failure to comply with the provisions of the Act may result in the withdrawal of the Street Furniture Licence

- The consumption of intoxicating liquor is expressly confined to seated patrons within the licensed area. All patrons within the licenced area must be seated. Storage of tables, chairs and ancillary equipment is expressly prohibited in a public area or in the vicinity of an emergency exit.

Notes:

Section 254(5) provides that, in considering an application for a licence under this section a planning authority, or the Board on appeal, shall have regard to:

- The proper planning and sustainable development of the area;
- Any relevant provisions of the development plan, or a local area plan;
- The number and location of existing appliances, apparatuses or structures on, under, over or along the public road, and o the convenience and safety of road users including pedestrians;
- Relevant apparatus standards, the impacts on pedestrians, the impacts on residential amenity including those arising from noise impacts and hours of operation, the implications for traffic management, potential impact on Architectural Conservation Areas (ACAs) and Protected Structures.