SDCC Taking in Charge (TIC) Application Checklist

If a Developer wishes to have their Development considered for TIC, they must submit the following information/documentation to the SDCC TIC Section:

1. Completed & Signed **SDCC TIC Application Form** formally requesting the TIC of the Development

**DRAWINGS**

2. **TIC Drawing** highlighting:
   - The areas to be offered for TIC (in yellow)
   - The areas to remain with the Management Company shown hatched (if applicable)

3. **As-Constructed Drawing No.1** – Drainage. To include:
   - Foul & surface lines
   - Foul & surface schedule detailing:
     - Manhole locations (Eastings/Northings)
     - Manhole reference numbers*
     - Pipe diameter, length, gradient
     - Cover levels & Invert levels (Malin Head datum)
   - Water main layout to include pipe sizes, hydrants, valves, stop-taps, etc.
   - Details of attenuation systems (including hydro-brakes) to be maintained by SDCC
   - Details of pumping stations to be maintained by SDCC

   *Only ‘Manhole reference number’ text to be displayed on Drawing No.1 (Eastings/Northings/Length/Grade/Etc to be shown on schedule only)

4. **As-Constructed Drawing No.2** – Public Lighting/Utilities. To include:
   - Lantern locations, mini-pillars, ducting
   - Gas lines, valves, etc.
   - Electrical cabling, manholes, ducting etc.
   - Cable TV/Broadband manholes, ducting, etc.

**REPORTS**

5. **Post-repair CCTV Survey & Report** for all foul and storm sewers within the Development

6. **Manhole Report** for every manhole within the Development

7. **Pollution & Cross-Connection Control Report** from SDCC Environmental Services Section (indicating compliance with Planning Permission & that the SDCC TIC Standard has been met)
8. **Public Lighting Report** from SDCC Public Lighting (indicating compliance with Planning Permission & that the SDCC TIC Standard has been met)

9. **Parks/Open Spaces Report** from SDCC Public Realm Section (indicating compliance with Planning Permission & that the SDCC TIC Standard has been met)

10. ** Completed Irish Water Memorandum of Understanding (MOU)**

11. **Wayleaves Report** (where applicable) to include:
   - Comprehensive legal text clearly documenting details of the Wayleave
   - Accompanying drawing clearly showing area/extents of wayleaves
   - A wayleave in favour of SDCC over the 2 metre service strip in Cul De Sacs without footpaths

12. **Road Core Test Report**: Cores to be taken at 60 – 70 m centres at opposite sides of road; Locations to be agreed in advance with SDCC TIC Section

13. **Contact Details** for Site Representative in order to organise manhole inspections

14. **Boundary Walls Certification**: Letter from Consultant stating all walls within the estate have met the IS 325 standard

15. **Fire Hydrant Report**:
   - Verification that all units are within 48m of a Fire Hydrant
   - Verification of minimum hydrant flow rate is exceeded

**Additional Notes:**

- Following the submission and approval of the required information/documentation as listed above, site visits would then be arranged
  - During these visits, SDCC TIC Section would expect to find only minor defects within the Development, and these would be identified
  - A snag-list would then be compiled by the Consultant, and actioned by the Contractor

- Class A Engineering brick with minimum compressive strength of 70N/mm2, must be used in the construction build-up for manhole frames and gullies:
  - Between 1-3 courses of brick must be used
  - Frame cannot be set directly on top of ‘biscuit’
  - **Note:** Concrete block, stock brick, hollow brick, etc do not meet the required SDCC TIC specification

- Developers are advised to have all CCTV and manhole surveys completed, and all defects arising remedied, in advance of carrying out wearing course operations on affected roads.