

**Details to be completed in capital letters and black ink**.

|  |  |
| --- | --- |
| Your Notice Ref. |  |
| Agent Ref.  |  |
| Fee | **\*\* £570.00 per switch off/switch on  (this allows for up to 2 visits - 1 x off and 1 x on)**  |
| Purchase Order Number |  |

**Application Details (tick as appropriate)**

|  |  |
| --- | --- |
| Application for consent to switch off Pedestrian Crossing |  |
| Application for consent to switch off Traffic Signals (Signalled Junction) |  |
| Date and Time of FIRST switch-off:  |  |
| Date and Time of FIRST switch-on: |  |
| Date and Time of SECOND switch-off: (if required) |  |
| Date and Time of SECOND switch-on: |  |
| Date and Time of THIRD switch-off: (if required) |  |
| Date and Time of THIRD switch-on:  |  |

**\*\* Please note: The fee is £370.00 per 2 visits (one visit for switch-off and one visit for switch-on)**

|  |
| --- |
| If the switch off is cancelled and the Engineers are on site; then a fee of £300 will be made. |
| If the switch off is cancelled without the Engineers making a site visit, then no charge will be made. |

**Details of Traffic Management Company**

|  |  |
| --- | --- |
| Name: |  |
| Address: |  |
| Contact Details: |  |
| \*Emergency Out of Hours Contact Details Must Be Provided. |  |

**Applicant details**

|  |  |
| --- | --- |
| (Mr/Mrs/Miss/other) |  |
| Full Name |  |
| On behalf of (company) |  |
| Address |  |
|  |
| Post Code |  | E-mail |  |
| Telephone No. |  | Mobile no. |  |
| Out of hours Tel No. |  |  |

**Location and detail of works**

|  |  |
| --- | --- |
| Address |  |
| Road Number/USRN |  |
| Grid Reference |  |
| Brief description of works |  |
| Is site on a junction? | Y / N |
| Traffic sensitive situation? | Y\* / N *\*If yes, please refer to the Trunk Road Agent* |
| Plan attached | Y / N |
| Residual road widths |  |

**Declaration**

I/We hereby certify that the portable traffic signal used will be of a type which is currently approved by the Department of Transport and Welsh Government.

|  |  |  |  |
| --- | --- | --- | --- |
| Signature |  | Date |  |

|  |  |  |  |
| --- | --- | --- | --- |
| Signature on behalf of the Trunk Road Agent |  | Date |  |

|  |  |
| --- | --- |
| For Office use only | **IR04 8394 JA00** |



**NOTES FOR GUIDANCE**

**PEDESTRIAN / TRAFFIC SIGNALS SWITCH-OFF**

1. If a pedestrian crossing switch off is required, the preferred method would be to erect a signal-controlled pedestrian facility in its place, and this should be discussed with the North & Mid Wales Trunk Road Agent (NMWTRA) before being placed on the highway.
2. Please be advised that it is important to specify the switch-off and switch-on times on the application in order that MNWTRA can attend site to accommodate the works proposals.
3. The contact details included above must be that of an on-site supervisor. The contact details provided will be circulated to relevant officers within the North & Mid Wales Trunk Road Agent, and will be included on the Road Works Bulletin.
4. The notification requirements for the switch off of any permanent lights will be in line with the NRSWA noticing rules and regulations.
5. If the operatives are running late, contact should be made with the relevant attending supervisor (contact details are provided with the approval email). If there is no attendance and contact has not been made with the relevant supervisor, the works will have to be cancelled and re-programmed in.

Application fees: - £570.00 Inclusive (this allows up to 2 visits – 1 switch-off and 1 switch-on)

Payment can be made by cheque (payable to Gwynedd Council) or by invoice:-
01286 685169 / 01286 685170.

**Please note that charges will still apply for non-attendance.**

1. The application **will not** be processed without a purchase order number/cost code.

NOTE: The North and Mid Wales Trunk Road Agent does not accept liability for any inconvenience, loss or costs incurred as a result of the applications being processed late due to lack of information submitted by the applicant.

Application to switch off pedestrian crossing and permanent traffic signals

The traffic signs regulations and general directions 2016, no. 362

 new roads and street works act 1991