**Vehicular Access / Hard Standing and Footway Crossing Application**

***Highways Act 1980, Section 184***

Complete this form to receive a letter of approval from Highways for carrying out the works to footway crossing/dropped kerb. There is an administration fee and current fees are shown on our website. Once we have received the application we will telephone you to take debit or credit card payment over the phone.

***Please read these notes before completing your application:***

Works to construct a crossing cannot proceed until a written letter of approval has been received from B&NES Council, Highway Maintenance department.

This approval will only be forthcoming if the Highway Maintenance department has no objections to the proposal(s) outlined by the applicant.

Approval from the Highway Maintenance department for the construction of a footway crossing will be valid for a maximum of **12 months** from the date the approval is granted.

**Part One: General information**

|  |  |  |
| --- | --- | --- |
| Applicant Name |  | |
| Applicant Address: |  | |
| Email address: |  | |
| **Telephone number (which will be used to call for payment):** | |  |
| Location of proposed works (if different from above) |  | |
| Description of proposed works |  | |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Will the crossing be used regularly by vehicles other than cars? | Yes |  | No |  |

|  |  |
| --- | --- |
| *If ‘Yes’ please describe the vehicle(s) you intend to use* |  |

**Part Two: Crossing Details**

*I wish to apply for the following (please tick as appropriate):*

|  |  |  |
| --- | --- | --- |
| Drop kerb (single width\*) | (Min hardstanding area 2.8m wide x 4.8m depth required) |  |
| *\* This comprises 4 dropped kerbs and 2 tapered kerbs* | | |
| Drop kerb (double width\*) | (Min hardstanding area 4.8m wide x 4.8m depth required) |  |
| *\* This comprises 7 dropped kerbs and 2 tapered kerbs* | | |

Include a sketch / photographs showing the proposed entrance here. Measurements should be in metric. Include any street furniture such a street lighting columns.

|  |  |  |
| --- | --- | --- |
| ***Please confirm one of the following:*** | | |
| There are no works taking place to the hardstanding, walls etc within the boundary of my property | |  |
|  | | |
| I have read the criteria for Permitted Development and I do not require planning permission for works to the hardstanding area, walls etc taking place within the boundary of my property | |  |
|  | | |
| I have obtained planning permission for the works to the hardstanding area, walls etc within the boundary of my property and my reference no is: |  | |

**Part Three**

I have read and agree to the requirements contained in the Schedule of Conditions

|  |  |  |  |
| --- | --- | --- | --- |
| Signature of applicant |  | Date |  |

The completed form should be emailed to **highways@bathnes.gov.uk** or posted to:

**Highways, Lewis House, Manvers Street, Bath, BA1 1JG**