Footway Crossing - Application Form

Before completing this form you must first complete sections 1, 4 and the sketch plan of the ‘Householder Development Planning Questionnaire’. Once you have received confirmation from Planning services please return this form along with an Administration fee of £55 to the address above. Highway Act 1980, Section 184

Name
Address

DayTime Tel no.  
Alternative Tel no.
Fax no.

POST CODE

Once you have received confirmation of ‘HDPQ’ approval from planning services, tick the appropriate statement. Be sure to ask Planning for your Planning reference number. Eg 06/00000/PDQ.

☐ Planning services have granted a Formal Planning permission for my proposal, (which include a footway crossing).

☐ Planning services have approved a ‘HDPQ’ or have confirmed that planning permission is not required.

PLANNING REFERENCE :-

1. Crossing Details

Location Of Crossing (Please specify clear location if not at the address shown above)

Crossing Type:
- New dropped kerb ☐
- Extending kerb only ☐
- Single width driveway ☐
- Extended driveway: ☐
- Double car driveway wanted ☐

New crossing will be ____________ metres/kerbs
Current crossing extended by ____________ metres/kerbs

(a) Will the crossing be used regularly by vehicles other than cars? If so please describe the vehicle(s) you intend to use.

(b) Please indicate the width of the footway crossing. (A Standard crossing is 5 kerb stones (3 normal kerbs, 2 splayed/sloping kerbs) or 5m approx)

New crossing will be ____________ metres/kerbs
Current crossing extended by ____________ metres/kerbs

2. Housing Ownership

If the Somer housing own the property served by the crossing or it is an ex-council house then the Somer housing association will need to approve the crossing. Please fill out the questions below.

(a) Does the Somer Community Housing Trust own the property?
- Yes ☐ No ☐

(b) Has the Council/Somer Community Housing ever owned the property?
- Yes ☐ No ☐

If the answer to (a) or (b) above is yes, the approval of Somer Community Housing will need to be sought after receipt of an approval for this application.
Footway Crossing Application Form

Highway Act 1980, Section 184

Name:

Address:

Please enclose cheque of £55 made payable to ‘Bath & North East Somerset Council’ to proceed with the administration process of this application for a footway crossing located at the address shown above.

Conditions of this Application

1. The fee of £55 covers the costs associated with the administration and supervision of the construction of the crossing to ensure that the crossing meets the standards required by the Council.

2. In the event that this application is not approved, a rebate of £35 will be returned to the applicant.

3. Works to construct a crossing cannot proceed until a written letter of approval has been received from the Bath & North East Somerset Highways Maintenance Department.

4. This approval will only be forthcoming if the Highways Maintenance Department has no objections and is satisfied that Bath & North East Somerset Planning Department has no objections to the proposal(s) outlined by the applicant.

5. The Highways Maintenance Department will allow Statutory Undertakers 28 days to provide maps showing the location of service apparatus within the vicinity of the proposed crossing. These maps will be returned to the applicant and made available to their contractor if the application is approved.

6. If approval is granted the Applicant must adhere to the following conditions:
   a. 48 hours notice will be required before work on the crossing can start.
   b. Works can only be carried out during the weekdays (Monday to Friday).
   c. Works can only be carried out by an NRSWA contractor with public liability insurance cover to a minimum of £5 million.
   d. The Highways Maintenance Department must be made aware of your contractor at least 48 hours prior to commencing works.
   e. Should any Statutory Undertakers equipment require adjustment/relocation the applicant will pay the fee for the works.

7. Approval from the Highways Maintenance Department for the construction of a footway crossing will be valid for a maximum of two years from the date approval is granted.

Signed by the applicant:

Date:

PLEASE RETURN TO THE ADDRESS AT THE FRONT OF THIS FORM
FOOTWAY CROSSING ADVICE/INFORMATION

Questions commonly asked:-

Q1. Why should I have a dropped kerb?

A. You need a properly constructed footway crossing before you can park your car, bus, van or H.G.V. etc. on your drive or land. If you do not, the Council may take action against you under Section 184 of the Highways Act 1980.

A properly constructed crossing is necessary to protect any Statutory Undertaker’s services (gas, water, or electricity etc.) that may be under the footway, to cope with the weight of vehicles using the crossing and to reduce the risk to pedestrians where vehicles are or could be damaging the footway.

A crossing is constructed in a different way from a normal footway. The level of the kerb is kept very low and the crossing forms a ramp to aid vehicular access. The thickness of construction is greater than normal to cope with the weight. There may also be a need to change the materials (e.g. a flagged area).

Q2. Will I need planning permission?

A. Planning permission will be required if the footway is on a classified road e.g. a road with a number such as the “A37” or “B3114” or a “C class” road. A footway crossing to provide access from more minor roads may require planning permission. Prior to applying for a footway crossing, please send a ‘householder development questionnaire’ to planning services (enclosed).

Q3. Why would I be refused permission for a crossing?

A. Permission could be refused for difficult or dangerous sites with poor visibility, a steep embankment, insufficient front parking space etc. Other problems include relocation of protected trees. Also Possible restrictions by the Statutory Undertakers or relocation of lamp columns may be very expansive to overcome. If you are rejected you will be notified of the reasons.

Q4. Who tells the Statutory Undertakers (Gas, Water, Electricity etc.) about my request for a crossing?

A. We will contact the local gas, water, electricity companies and other Statutory Undertakers to check that the crossing can be installed without disturbing the Statutory Undertakers pipes etc. Some pipes may be shallow and therefore may need diverting or protecting. There may be a risk to whoever excavates in the highway; this is why accreditation for the New Roads and Street Works Act 1991 is necessary. Plans showing the location of the Statutory Undertakers services under the road and footway will be made available for your contractor.

Q5. Do I need any consent of Somer Community Housing Trust if the property is owned by the trust and/or is an ex-council house?

A. You may. Please contact Somer Community Housing Trust at:- Somer Community Housing Trust, The Maltings, River Place, Lower Bristol Road, Bath, BA1 1EP

Q6. Can my local builder do the job?

A. Any reputable contractor can carry out the work provided they have the necessary third party liability insurance (minimum value of £2,000,000 cover) and have accreditation certificates complying with the New Roads and Street Works Act 1991. Please find a list of contractors with appropriate qualifications enclosed.

Q7. How much will it cost?

A. This will depend on the type and size of the crossing e.g. on a standard tarmac footway you should expect the costs to be in the region of £500 plus VAT.

Q8. Will I get my money back if permission for a crossing is not given?

A. In the event that permission for a footway crossing is not granted a refund of £35 will be returned to the person who made the application.
The following is a list of contractors who hold the NRSWA Accreditation and Public Insurance Liability required to undertake excavation works on the public highway. These contractors may be prepared to offer quotation for this type of work. This is not a comprehensive list of approved contractors and is offered for guidance only; other Contractor’s not listed here may be acceptable and their nomination will be considered if requested.

Should you wish to use an alternative contractor not on this list then we will need them to submit copies of the following:

a. Evidence of Third Party, Public Liability, Insurance cover (Minimum Value £5,000,000);
b. Evidence of Accreditation certificates complying with the New Roads and Street Works Act 1991;
c. A current trading address and contact telephone number should they wish to be added to this list.

<table>
<thead>
<tr>
<th>Contractor Name</th>
<th>Tel/ Fax Numbers</th>
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<tbody>
<tr>
<td>Oakus Civil &amp; Surfacing Ltd</td>
<td>Tel: (01373) 834528, Mob: 07929014486</td>
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<tr>
<td></td>
<td>The Small Barn, Lower Farm, Faulkland, BA3 5XD</td>
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<tr>
<td>M Babbage &amp; Son</td>
<td>Tel / FAX: (01934) 520898, Mob: 07799785464</td>
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<td></td>
<td>Moorbridge Bungalow, Moorbridge, Weston Road, Congresbury, North Somerset, BS49 5EB</td>
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<tr>
<td>NKJ Foster</td>
<td>Tel: (01225) 334105, Fax: (01761) 412515</td>
</tr>
<tr>
<td></td>
<td>66 High Street, Twerton, Bath, BA2 1DD</td>
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<tr>
<td>Harris &amp; Harris Construction</td>
<td>Tel: (01278) 431565, Fax: (01278) 431722</td>
</tr>
<tr>
<td></td>
<td>Unit 1A, Polden Business Centre, Bristol Road, Bridgewater, Somerset, TA6 4AW</td>
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<tr>
<td>E R Hemmings (Building) Ltd</td>
<td>Tel: 01454 884444, Fax: 01454 884455</td>
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<tr>
<td></td>
<td>Dean Road, Yate, Bristol BS37 5NR</td>
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<tr>
<td>Springfield Road Surfacing Co. Ltd</td>
<td>Tel: (01761) 433772, Fax: (01761) 435318</td>
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<td></td>
<td>Mill Lane Trading Estate, Radstock, Bath, BA3 5TX</td>
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<tr>
<td>M J Church Plant Ltd</td>
<td>Tel: (01225) 891591, Fax: (01225) 891173</td>
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<tr>
<td></td>
<td>Star Farm, Marshfield, Nr Chippenham, Wiltshire, SN14 8LH</td>
</tr>
<tr>
<td>Ford Bros., Civil Engineering &amp; Surfacing Contractors Limited</td>
<td>Tel: (01934) 742481, Fax: (01934) 743792</td>
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<tr>
<td></td>
<td>Cheddar Business Park, Wedmore Road, Cheddar, Somerset, BS27 3EB</td>
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<tr>
<td>Paul Channon Construction Ltd</td>
<td>Tel: (01761) 411691, Mob: 07739256025</td>
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<tr>
<td></td>
<td>Khandalla, 33 Farrington Road, Paulton, Bristol BS39 7LP</td>
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<tr>
<td>Company</td>
<td>Address</td>
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<tr>
<td>Atkins Highway Maintenance</td>
<td>Highways Depot, Upper Bristol Road, Clutton, Bath, BS18 4TD</td>
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<tr>
<td>Taylor Plant Limited</td>
<td>Warren Lane, Bath Road, Langford, Bristol, BS40 5EB</td>
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<tr>
<td>Green Trees Surfacing Ltd</td>
<td>Court Farm, Siston, Mangotsfield, Bristol, BS16 9LU</td>
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