

HIGHWAYS ACT 1980 – SECTION 184

APPLICATION FOR A VEHICLE CROSSOVER

Name or Company Name

Company Number.....

Address or Company Address.....

.....

Post Code.....

Contact Name.....

Contact Number.....

24 HR Contact Number.....

E-mail.....

Location of Crossover

Address.....

.....

Post Code.....

Property Details

Type of Crossover New Widened

Are you the owner of the property Private Tenant Council Tenant

All private/council tenants will need to obtain written permission from the Housing Authority/Landlord and attach documentary evidence with your application

Applicant Checklist

Please attach a copy of the:

Plan of the proposed crossover

Written permission from Housing Authority/Landlord

Fee Structure

- £175

This application is subject to approval. If the application is successful a member of the team will contact you for payment. Should the application be refused you will be notified.

I confirm I have read and accept the Terms and Conditions for a crossover to be created/extended under Section 184 of the Highways Act 1980. Please tick the box and sign below (If a Company the *signature must be by the Company Director or Authorised Officer of the company*)

Signature **Date**

“This form is available in Welsh / Mae’r ffurflen hon ar gael yn Gymraeg.”

Terms & Conditions

Each site will be assessed individually and against the current Council standards. Similar installations within a localised area will not automatically result in approval of a given application. Older, historic, crossovers in the same vicinity do not necessarily mean a new crossover will be approved.

Planning permission is required for all vehicle crossovers on Classified routes. A copy of planning approval is required before a vehicle crossover application is submitted. Please contact the planning department on 02922 330805 for more information.

If you are a Council, Housing or Private tenant, formal approval is required from your landlord for a vehicle crossover. A copy of written permission is required before approval can be given.

Under the Highways Act 1980, water is not permitted to flow from a private property across a footway onto the highway. Surface water from your property will need to be directed to a drainage system within your own property.

The Type of surfacing to your hard standing if non porous, will require Planning Permission Please contact the planning department on 02922 330805 for more information.

Due to the possibility of restricting the amount of on street parking for the wider community, two crossings serving a single property will not be permitted, unless direct safety benefits can be proven or that there are no adverse on-street parking implications.

If an applicant is relocating an existing vehicle crossover within the frontage of their property, the applicant will be required to replace the redundant crossover to a footway specification with materials to match the adjacent footway.

It is highly likely that a Vehicle Crossover will be refused if it is accessed through an existing parking bay, or resident parking bay.

The maximum width of a single crossover is 3 metres. (Minimum is 2.4m) The maximum width of a double crossover is 4.8 metres. The depth of the forecourt must be at least 4.8 Metres, in order to ensure that vehicles do not overhang onto the public footway. Vehicles overhanging onto the footway are liable for prosecution.

The front of the hard standing should be constructed to the same level of the existing rear edge of the footway. This minimises the potential for highway water entering private property. Homeowners may have to adjust ground levels within the property boundary to ensure there is sufficient ramp to prevent vehicles grounding the underside when using the crossover to enter and exit the property.

A high degree of road camber or a considerably inclined vehicle crossover can also create

grounding issues for either or both the front and rear overhang of a vehicle. Existing ground levels and gradients may put limitations on the type of vehicle that can use a given crossover installation.

If you have a porch, bay windows, or steps to your front door, this will need to be considered in the space available to park your car. Also the position of your front door and any space available to the side of your house within your property may need to be considered in your application.

Any street furniture (such as lamp posts, bus shelters, etc.) in the vicinity of your works, the application is subject to inspection by the Council to assess the necessity and practicability to provide a minimum clearance of 1m to any street furniture. In the event, that street furniture needs to be relocated, the applicant will be responsible for the costs for these works.

Street Trees will not be removed to form a vehicle crossover. If the Tree root structure is likely to be affected by the crossover the application will be refused.

If you have a bus stop or traffic calming features (road humps) directly outside your property, your application may not be approved.

If you intend to have gates to your driveway, the gates must open inwards onto your property.

Crossings are approved on the basis that vehicles will drive out forward onto the highway.

If permission is refused for any reason, the administration fee for your application WILL NOT be refunded.

If this application is successful construction works must be completed within 6 months from the approval date.

Construction works must be carried out by a contractor who must be accredited in accordance with the New Road and Street Works Act 1991 and hold Public Liability Insurance. Details of the contractor are to be forwarded to the County Council with a Road Opening Application.

Before any works commence on site a Road Opening Notice must be submitted and approved by the County Council. If the works commence without approval the Applicant will be liable to a an Offence under New Road and Street Works Act 1991 Section 51(1)

On completion of the works a visual inspection will be undertaken of the crossover to ensure that the workmanship is to the required specification. Subsequently any defects identified, you will be informed to rectify within 28 days. Should the completed works not be acceptable to Cardiff County Council we will arrange for the work to be carried out and you will be charged for the costs incurred.

To comply with the Health and Safety at Work requirements you must contact the following organisations to obtain details of any underground plant and equipment that may be affected by the works. Should any diversion or protection works be required in the vicinity of the proposed works this will be at the expense of the applicant:

British Telecom	cbyd@openreach.co.uk Ask for a "Request to Openreach / BT for Mark Up" Form
Dwr Cymru Welsh Water	(0800) 9172652
Virgin Media	(0870) 888 3116
Vodaphone	017 535 64306 / (0800) 1337418
Network Rail	(0345) 711 4141
Energis Street Works Office	(01372) 726 140
National Grid	(0800) 688 588
Environment Agency - Natural Resources Wales	(0300) 065 3000
Western Power Distribution	(0800) 096 3080 wpdmapresponse@westernpower.co.uk
Wales & West Utilities	(029) 2027 8912