

Highways – Crossovers

6th Floor, 2 Bristol Avenue, Colindale,
London NW9 4EW

Email crossovers@barnet.gov.uk Tel: 020 8359 3018

PLEASE COMPLETE ALL SECTIONS FULLY – This Application Form is only valid for use when applying for a crossover/extension that will be completed during Planned Footway Relay.

HIGHWAYS ACT 1980, SECTION 184(11)

APPLICATION FOR A VEHICLE CROSSOVER OVER

PUBLIC FOOTWAYS AND VERGES.

REF NO:
RECEIPT NO:
DATE:
BY:

We strongly advise you to read the attached Guidance Notes before completing all sections of the application form in clearly printed **CAPITAL LETTERS**.

Please note that this application is for the assessment only and a domestic vehicle crossover is not guaranteed. The fee for the assessment is **NON-REFUNDABLE**

You should not arrange for work to be carried out on your property in anticipation of permission being given for a vehicle crossover. Work should only commence upon receiving written approval.

<p>1. Name and Address of Applicant (Owner of Property)</p> <p>Title:..... Name:.....</p> <p>Address:.....</p> <p>.....Postcode:.....</p> <p>Telephone Number:.....</p> <p>Mobile Number:.....</p> <p>Email:.....</p>	<p>2. Name and Address of Agent (if Applicable)</p> <p>Title:..... Name:.....</p> <p>Address:.....</p> <p>.....Postcode:.....</p> <p>Telephone Number:.....</p> <p>Mobile Number:.....</p> <p>Email:.....</p>
<p>3. Address & Location of Proposed Crossover</p> <p>.....</p> <p>.....</p> <p>.....</p>	<p>4. Type of Application (tick appropriate box)</p> <p>Light duty domestic crossover maximum laden weight of vehicle 3500 kgs. <input type="checkbox"/></p>
<p>5. Planning Permission (complete this section if planning permission has already been obtained for the Hardstanding)</p> <p>State Ref. No. and date of consent</p> <p>A copy of the consent letter and approved plan must be submitted with this application before it can be processed further.</p>	
<p>6. New Crossover (circle proposed width)</p> <p style="text-align: center;">2.4m 3.0m 3.6m 4.2m</p>	<p>Widening of an Existing Crossover (the maximum overall width of a crossover is 4.2m)</p> <p>Existing crossover to be widened by metre</p>

<p>7. Existing Use Information (*delete as applicable)</p> <p>7.1 Does the proposal involve building over land not controlled by the applicant (apart from the public highway)? Yes/No* If yes, please give details</p> <p>7.2 Is the applicant aware of any restrictions/ Covenants that would affect the proposal? Yes/No* If yes, please give details</p> <p>7.3 Is the applicant the owner (Freeholder) of the property? Yes/No*</p> <p>*The applicant must have the owner (Freeholder) of the property's consent in writing as they must enter into a legal agreement *See Section 17 of the Guidance Notes. If you are a Barnet Homes tenant please provide written consent and confirm the name of your Housing Officer.</p> <p>7.4 Is the property a maisonette or divided into flats *See section 5 of the Guidance Notes as Planning permission will be required. Yes/No*</p> <p>7.5 Is there an existing hard standing area? Yes/No* *See Section 15.2 of the guidance notes.</p> <p>7.6 Does the property have another crossover? Yes/No* If yes, please show on the plan. *See Section 6 of the Guidance Notes.</p> <p>7.7 Does the property have a parking bay outside? Yes/No* If yes, please show on the plan. *See section 19 of Guidance notes.</p> <p>7.8 Please state the length(s) of the vehicle(s) you intend to park on your hard standing area..... metres</p> <p>(The vehicle must be able to park wholly within the property at 90 degrees) Please also state the make & model of all the vehicles you propose to park on your hard standing.</p>	<p>8. Street Furniture & Parking Bays If the proposal involves the repositioning of any street furniture e.g. lamp column or traffic sign or a parking bay, this will delay the application and result in additional costs.</p> <p>9. Levels and Finish The crossover will be built to match the proposed levels of the footway adjoining the site. The crossover will be finished with approved materials, depending on the surface of the footway and surrounding area. If the property falls within a conservation area, the crossover will be constructed in keeping with the surface of the footway.</p> <p>10. Drainage Water must not flow from the property directly onto the public highway and must drain onto a garden area or into a drainage channel. The Council presumes you will have adequate permeable surface to aid the water run-off. Your application may be refused if you do not provide adequate surface water drainage. Water must not flow from the property directly onto the public highway and must drain onto a garden area or into a drainage channel.</p> <p>11. Amenity Are there any trees within the property Protected by a Tree Preservation Order? Yes/No*</p> <p>If the construction of the proposed crossover involves the felling of any street trees or the removal of grass verge, etc. this will delay the application and could result in additional costs.</p> <p>12. Fees The application fee payment of £141.26 can be made using a Credit/Debit card. Please supply a daytime contact number, once the application has been processed a member of the crossover team will call to take a secure payment. Payment may also be made by Bank Transfer details on request. (The application fee has been reduced in line with the discount offered for crossovers that are completed during planned footway improvement works).</p>
<p>13. Sketch or Plan Show clearly the existing or proposed hard standing area within the property with approximate dimensions, (the area the vehicle will be parked on) location of the proposed crossover or extension, property boundaries, trees, lamp columns etc. (See typical sketch on page 6 (Section 16) of the guidance notes)</p>	
<p>I/we hereby request the London Borough of Barnet, the highway authority, to approve with or without modifications the proposed crossover and if approved supply me/us with an estimate of the cost of the work as approved or proposed by the Council. I understand that during the assessment of the application it will be necessary for a Council Officer(s) to enter onto the property and that I have no objections to this OR I have obtained necessary consent from the owner. All members of staff are required to carry council-issued identification cards. I confirm that I have read the attached guidance notes.</p> <p>Signature - Applicant/Agent Date</p>	
<p>Please ensure that:</p> <p>i) You have answered all parts of this form in full – if incomplete, your application will be returned. ii) You have sent the completed form and plan(s) to the above email/correspondence address. iii) You have provided a daytime contact number for payment.</p>	

How your information will be used:

Barnet Council will collect and use the information you give us to undertake our functions as a local authority and deliver services to you. It is our responsibility to ensure that your information is kept safe. Where necessary and legally allowed, we will share your information with trusted external organisations, commissioned partners and contracted service providers in order to deliver services and support to you.

The information we collect may be used to better understand your use of our services and assist us in improving our services. This is to ensure we are using public funds in the best possible way. Under our duty to protect public money we may use the information you have provided for the prevention and detection of crime.

For further details of how we use your information and to understand your rights please visit www.barnet.gov.uk/privacy or email data.protection@barnet.gov.uk to request a full copy of our privacy notice.