

**Vehicle Crossover Application Form**

(31/05/2016)

**Vehicle Crossover Application Form**

**Formal Crossover Application and other fees**

**The fees stated below are subject to alteration without notice.**

**There is a fee of £322.80p [incl. VAT] for each formal crossover application, which is non-refundable.**

Applications are to be made via;

* email (preferable): enquiries@threerivers.gov.uk
* in writing: Head of Property Services

Three Rivers District Council

Three Rivers House

Northway

Rickmansworth

Herts WD3 1RL

A formal response will be made by the same means as the application was submitted.

The table below summarises actual and indicative fees that will be payable to Three Rivers District Council prior to the commencement of the relevant service should you opt to proceed with the formal crossover application process (following any initial favourable decision from the Council). It does not include any fees or charges that may be levied by others, e.g. Hertfordshire County Council in connection with works to the highway.

**You should note that none of the following fees would be refundable where any of the processes to which they relate have been commenced.**

|  |  |
| --- | --- |
| **Planning application** (If required) | **Cost (£)** |
| Planning application fee (where applicable for applicant’s proposed parking area) | 195\* |
| Planning application fee (where applicable for crossover on TRDC land) | 195\* |
| **[Note: TRDC would not appeal any adverse determination]** |  |
| Writing and submitting all construction-related documentation, including obtaining quotations | 322.80 |
| If any works are required on Herts County Council (HCC) land then HCC need to be consulted by applicant and all fees are to be paid in advance. |  |
|  |  |
| **Crossover Construction** | **Cost (£)** |
| It is not possible to indicate this cost due to the wide variation of conditions that could apply to each individual crossing. Costs will vary according to each application and location | Varies |
|  |  |
|  |  |
| **Vehicular crossover licence** | **Cost (£)** |
| Formulation of vehicular crossover licence as licence must fully comply with TRDC polices and guidelines set out in the vehicle crossover guidance form. The fee shown is a one-off cost to the Council and includes Legal and Surveyor’s fees. | £225 |
|  |  |

\* Correct at 31/05/2016

**Application for a Vehicle Crossover**

**Across**

**Three Rivers District Council Land**

Please complete this form in block capitals and tick the appropriate boxes.

|  |  |  |  |
| --- | --- | --- | --- |
| Name of Applicant(s): | ………………………………………………………………………………. | | |
|  | ………………………………………………………………………………. | | |
| Applicant's address: | ………………………………………………………………………………. | | |
| ………………………………………………………………………………. | | |
| ………………………………………………………………………………. | | |
| ………………………………………………………………………………. | | |
| Email Address: | ………………………………………………………………………………. | | |
| Mobile Number: | ………………………………………………………………………………. | | |
| Daytime Telephone Number: | ………………………………………………………………………………. | | |
| Address where crossover is proposed: (if different to above) | ………………………………………………………………………………. | | |
| ………………………………………………………………………………. | | |
| ………………………………………………………………………………. | | |
| ………………………………………………………………………………. | | |
| Name and Address of Owner: (If different to above) | ………………………………………………………………………………. | | |
| ………………………………………………………………………………. | | |
| ………………………………………………………………………………. | | |
| ………………………………………………………………………………. | | |
| ………………………………………………………………………………. | | |
|  | ………………………………………………………………………………. | | |
| Will the crossover serve a house, flat, maisonette, commercial or industrial property? | | | |
| ………...…...…………………………………………………………………………………………. | | | |
| If the property is a house, is it solely for your occupation? | | YES | NO |
| If NO, please provide details of the occupiers and their family relationships to each other | | | |
| ………...…...…………………………………………………………………………………………. | | | |
| ………...…...…………………………………………………………………………………………. | | | |
| Have you sought permission or obtained an indicative consent from Hertfordshire County Council for any dropped highway kerb and footway crossing, and/or HCC footpath crossing?  If YES, please provide copies with your application. | | YES | NO |
|  |  |
| Will the crossover be the only vehicular access to the property? | | YES | NO |
| If NO, please provide further details of other vehicular access, and show on your plan | | | |
| ………...…...…………………………………………………………………………………………. | | | |
| ………..…...………………………………………………………………………………………….. | | | |
| Will part of the existing boundary wall, hedge or fence fronting the Council's land have to be demolished? | | YES | NO |
|  |  |
| If YES, what is the height of each wall, fence or hedge and the length that needs to be removed? | | | |
| ………...…...…………………………………………………………………………………………. | | | |
| If a new hedge is to be planted, or, a fence or wall erected, what height will it be maintained at or built to? | | | |
| ………...…...…………………………………………………………………………………………. | | | |
| Will you be carrying out any works to, or propose to remove, any trees? | | YES | NO |
|  | |  |  |
| Does your property or any adjoining property/land contain a tree or trees subject to a Tree Preservation Order | | YES | NO |
|  |  |
| Does your property or any adjoining property/land contain any tree or trees which would be within a distance of 12x their diameter (Diameters are measured 1.5m above ground level) of the crossover or parking area (including the access thereto)? | | YES | NO |
|  |  |
|  | |  |  |
| Will you be erecting gates at the property (now or in the future)? | | YES | NO |
| If YES, what will be the overall height and width of the gates, and their type, e.g. hinged or folding into your property, sliding (parallel to the boundary) inside your property? | | | |
| ………...…...…………………………………………………………………………………………. | | | |
| Is the application to serve an existing hardstanding, or a garage? | | YES | NO |
|  | |  |  |
| Is or will more than 5m² of your front garden be composed of non-porous surfaces? (Total includes any existing non-porous surfaces, e.g. footpath) | | YES | NO |
|  |  |
| Please show the full extent and detail the construction of all existing and new (including replacement) porous and non-porous pavings and means of disposing of rainwater on your plan. | | | |

Please refer to page 5 of vehicle crossover guidance for the requirements on the plan.

If, after considering the formal application, the Council is minded to consent to the proposed crossover (subject to any amendments or conditions that it considers necessary), you will be provided with a quotation for any further services that may be required in order for a licence to be issued and an estimate or quotation (as appropriate) for the construction works.

|  |  |  |  |
| --- | --- | --- | --- |
| I have read the whole of the contents of the **Vehicle Crossover Application Guidance and Vehicle Crossover Application Form** and the Hertfordshire County Council guidance, (https://www.hertsdirect.org/droppedkerbs/)**,** and agree to the terms and conditions thereof | | | |
| **Signed:** | ……………………………………………………………………………………………………. | | |
|  | ……………………………………………………………………………………………………. | | |
|  | ………………………………………………………… | **Date:** | ……………………….. |