

Please return 6 completed copies of this form and 6 copies of plans.

Please see overleaf or refer to the GENERAL NOTES for details on how to contact the Council.

Before completing this form, please read the attached notes. You will also need to apply to the Council's Highways Section to carry out the works. Please contact the Highways Section on 020 8583 4907.

Please Complete

Application Fee: (£) _____
Registered Disabled Person (£0)* YES NO
Resubmission (£0)* YES NO

* See detailed scale of charges sheet.

OFFICE USE ONLY

MKA Ref: _____
WIZ Ref: _____
Fee Paid: (£ / €) _____
Cheque/PO/Cash: _____
Cheque/Receipt No. _____

Please include contact telephone number for the applicant so that we can arrange a convenient site visit.

1a – Applicant's Details:

Name: _____
Address: _____

_____ Postcode _____
Daytime Tel*: _____
eMail: _____

1b – Agent's Details

Name: _____
Address: _____

_____ Postcode _____
Tel: _____
Fax: _____ eMail: _____

2 – Address of Property to be served by the Vehicle Crossover:

Remember to include 3 copies of a 1:1250 scaled Ordnance Survey location plan with the site boundary shown in red.

3 – Name of the Road or Footpath the Crossover will lead from:**4 – The crossover is required for** (please tick one):

RESIDENTIAL INDUSTRIAL COMMERCIAL

5 – If RESIDENTIAL, please state if the property is (please tick one):

HOUSE FLAT MAISONETTE

6a – Drawing (see over)

Please provide a metric dimensioned drawing of the proposed crossover on the reverse of this sheet.

I have provided a drawing, Signed : _____ Dated: _____

Applicants are advised that the erection or replacement of any fence, gate, wall or other means of enclosure which are over 1m in height and adjacent to a highway is likely to require a separate planning permission. Please telephone 020 8583 2000 for further details.

6b – Drawing

(See accompanying notes for an example of a typical plan.)

- This plan should be drawn in ink and show the proposed size and position of the crossover
- Please ensure that your plan is FULLY dimensioned in metric units.

NOTES

1. Please show any nearby streetlight columns, trees, signs and statutory apparatus (fire hydrants, stopcock / telephone cable covers etc);
2. The Council will determine the final siting and size of the crossing. Vehicles must be wholly parked within the property and not overhang the footway as this is an offence under the Highways Act 1980.

7 – Declaration

I apply for planning permission and declare that to the best of my knowledge all the information contained in this form is correct. Please sign below.

Signed: _____ Applicant / Agent (delete) Date: _____

The information on this form will be held on computer and made available to the public on request.

8 – Ownership:

Please indicate which ownership certificate you have completed on Form OC1.

A **B** **C** **D**

Remember to attach a copy of the completed certificate to this form.

When to use this Crossover (VC) form:

This form should only be used when you are applying for full planning permission for a new vehicular crossover AND NO OTHER DEVELOPMENT.

If your new crossover proposal includes any building works or changes in use, then details of the new crossover should be included on the relevant form and shown on accompanying plans. If you are unsure, please speak to a Planning Officer at the Civic Centre, telephone 020 8583 2000 or eMail planningcomments@hounslow.gov.uk