

HEAVY DUTY CROSSOVERS (HDC) **GUIDANCE NOTES**

In any circumstance where vehicles are required to cross the footway, a properly constructed vehicle crossover is required in order to prevent damage to the footway and any utility services under the footway.

Under Sections 80 and 133 of Highways Act 1980 local authorities can take preventative measures and recover any costs as a consequence of damage caused by the development.

For access to a single domestic property a domestic crossover is suitable (see separate guidance notes and application process). A Heavy Duty Crossover (HDC) is required for multiple dwellings and / or commercial property for heavy goods vehicles in excess of 1.5 tonnes unladen weight.

A temporary HDC is also required where access is required for construction traffic.

PLANNING PERMISSION:

Residential access: Planning permission is required for a new development and for crossovers on classified / principal roads.

The granting of Planning Permission is NOT approval to highway related matters and does not guarantee that approval will be given to the crossover or its position. In all cases contact should be made with Highway Services at an early stage in order to ensure the intended location is compliant with all highway related matters.

Applicants should note that restrictions apply, such as visibly, proximity to junctions and Enfield's Tree Policy does not support the removal of established street trees.

APPLICATION FORM & FEES:

A completed application form is required together with an application fee of **£1,249 (non-refundable)** for processing your application. This fee will cover officer time for initial investigations including site visits and meetings, utility searches and providing an estimated cost of the works.

COST OF WORKS:

Enfield Council will estimate the cost of the works and supervision required for undertaking the works by its own highways contractors. It will include the moving of lamp columns, street furniture and the removal of street trees where necessary.

The applicant must understand that the quotation is only an estimate The Council will refund any unspent funds subject to a final inspection. However, if the actual final cost exceeds the estimated cost, the Council will request additional funds.

The applicant will be required to pay Enfield Council the full amount of the estimated cost of the works before the works commence.

WORKS UNDERTAKEN BY YOUR OWN CONTRACTOR:

Construction of the crossover can be either carried out by the Council or if you wish to undertake the works yourself, by the applicant's chosen contractor. If you choose to undertake the works, then strict criteria will apply to working on the public highway.

It will also be your responsibility to provide information for a street works permit and meet all the requirements of the Council's Street Works directives in terms of traffic management and allocated times to work on the highway network.

If you wish to undertake the works yourself a separate application form for 'Consent to work on the Highway' and associated 'General Conditions for working on public highway' can be provided.

A sum equivalent to the estimated cost of the works will be required and supervision fee and permit application costs will still apply. This will be held until the completion of the works and subject to final inspection.

STATUTORY UNDERTAKERS:

Under the existing footway construction there is utility apparatus which is laid at a shallow depth and this will need to be protected by the HDC.

The applicant will be responsible for notifying and arranging for all plant under 500mm to be lowered and moving of any street lighting, cabinets, telegraph poles, etc. prior to construction works.

The applicant would need to contact the utility company directly to arrange for any strengthening or moving of lids/boxes belonging to these companies.

DRAINAGE:

No part of the parking area (existing or extended) shall discharge surface water on to the public highway, to accord with S163 of the Highways Act 1980. This may require the implementation of a drainage system retrospectively.

DRAWINGS:

Drawings must be provided with your application and should be to a minimum scale of 1:200 showing all street furniture, the location and setting out dimensions of proposed crossover/s.

PAYMENTS:

Payment must be paid via the following methods:

- By debit / credit card via the Council's website www.enfield.gov.uk, select **More payments** / register or continue as guest / select from list '**Highways Heavy duty crossover application fee**' / enter payment Ref: **R103708** / enter payment amount **£1,249** / Enter personal and payment details.
- BACS payment is also available, please get in contact via hdcrossovers@enfield.gov.uk

WHERE TO SEND THE COMPLETED APPLICATION FORM AND DOCUMENTS:

- By email to hdcrossovers@enfield.gov.uk

Please note that the application will be processed only once the full fee of **£1,249**, the completed application form and the relevant documents have been received.