

# PUBLIC REALM DIVISION

## Asset Management

Briefing Note : Vehicle Footway Crossovers in  
Controlled Parking Zones  
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[www.southwark.gov.uk](http://www.southwark.gov.uk)

### **Introduction:**

At a meeting of the Dulwich Community Council on 24 January 2012, the council called for a report on the relevant policy for vehicle footway crossovers in Controlled Parking Zones (CPZ's).

### **Background:**

Vehicle crossovers are used by vehicles to access off highway private parking areas, usually across footways or verges. The crossovers can be of varying construction types, such as blockwork, bricks or bituminous surfacing. Ideally, the crossover surfacing material should match the adjacent footway materials, with the underlying crossover construction designed to sustain vehicle loading. Once constructed, any crossover within the public highway areas is maintained at public expense. Consequently, we control and supervise the construction of crossovers to ensure they meet our specifications. All costs associated with the crossovers are recovered from the resident or property owner. This includes the costs of the construction, the relevant supervision, and the processing of the application.

The Asset Management business unit processes all requests for vehicle footway crossovers serving single occupancy residential dwellings on unclassified roads (see Appendix 1 for application form). All other requests are processed by the Network Management team. These would include crossover requests serving multi occupancy dwellings, commercial properties, and any request on a classified road.

### **Crossovers in CPZ's:**

In locations where a crossover will conflict with existing parking controls, such as limited parking, pay-and-display, or a loading bay, an amendment to the existing Traffic Regulation Order (TRO) will be required. This is to remove the capacity for vehicles to park legally

across the crossover and obstruct vehicular access. The costs of amending the TRO are directly recoverable from the resident or property owner.

**Community Council decisions:**

As part of the TRO amendment process and prior to advertising in the local press, there are various statutory consultees such as utility companies and the emergency services. However, prior to any statutory consultation, the relevant Community Council (CC) is consulted for their approval to progress with the TRO.

Assuming CC approval is received, the statutory consultation is carried out followed by advertising as part of the statutory objection period. If any objections are received to the TRO amendment, this is passed to the CC for resolution.

**Planning:**

Where the crossover application has been submitted as part of an existing approved planning permission, and would require an amendment to an existing TRO, it is expected that planning officers would have applied a condition to the approval notice. Such condition advising that the crossover can only be constructed subject to the successful amendment to the TRO.

**Costs:**

Typically, the construction costs for a standard single vehicle footway crossover are up to £1500. The costs associated with amending a TRO are typically £500. As stated, all costs are recoverable.

## **List of Appendices**

Appendix 1 – Application for a Residential Vehicular Crossover



**APPLICATION FOR A RESIDENTIAL  
VEHICULAR CROSSOVER**  
Highways Act (1980) Section 184

The Highways Act enables Highway Authorities to construct a crossover at the applicant's expense. The applicant is under no obligation to proceed with this application if he/she does not consider the quotation to be acceptable. We regret that for safety reasons it is not permissible for the applicant to carry out the works themselves or to arrange for others to carry out the works on their behalf. Please note that it is an offence under Section 184 of the Highways Act to allow a vehicle to cross a footway other than via an approved crossover.

Please read the notes attached before completing this form.

Name:-		Daytime Tel No: -	
Address:-			
Address of Premises For Crossover:-  (if different from above)			

If you wish to proceed with this application please forward to:

Chris Johnson  
 Email: [chris.johnson@southwark.gov.uk](mailto:chris.johnson@southwark.gov.uk)  
 Tel: 0207 525 2063  
 Asset Management Business Unit  
 Copeland Road Depot  
 Blackpool Road  
 Peckham  
 SE15 3SN

## Notes

1. A crossover will be permitted if:-
  - (i) it serves an adjacent lock-up garage, or;
  - (ii) there is presently no means of access to off-street parking within the property, and;
  - (iii) there is an available parking space, perpendicular to the footway, at least 4.8 metres long (depth of front garden from front of house to back of footway over its entire width): if, for example, you have a bay window there must be 4.8 metres between the window and the back of our footway. If your vehicle is longer than 4.8 metres, you will be committing an offence if any part of it overhangs the footway. This rule will not be relaxed, even if the applicant currently owns a vehicle that is less than 4.8 metres long.
2. A crossover on any Classified Road will require planning consent before any works are carried out.
3. A crossover request for any road on the Red Route Network (denoted by red road marking) must be submitted to Transport for London for their approval. Applications must be made through their Call Centre - please call 0845 305 1234.
4. A crossover serving industrial or commercial premises, a multiple-occupancy building or a listed building will require planning consent before any works are carried out. A crossover serving a house in a Conservation Area may require planning consent. If you live in a Conservation Area, please contact the Planning Department for advice.
5. The Applicant will be responsible for obtaining any Planning Consent required. A copy of the consent must be included with the application.
6. A request for a crossover serving a property on a London Borough of Southwark Housing Estate road will be referred to the local Housing Neighborhood Office for their attention.
7. An officer of the Council will inspect the proposed crossover site and advise the applicant of any circumstances that may constitute a danger to road users, such as walls or fences that impair visibility or if the site is too close to a junction. The officer may suggest ways in which visibility could be improved.
8. Subject to the agreement of the conditions above, the officer will prepare a quotation. The costs of re-siting any light columns, signs or trees, or special measures to protect underground mains and cables, will be included in the quotation. The quotation is open to acceptance for a period stated on the quotation.
9. A crossover will comply with the Council's Highways Works Specification. The quotation will indicate the materials to be used. These will vary according to the area and will be determined by the Council.