



KINGSTON & SUTTON SHARED ENVIRONMENT SERVICE

VEHICLE CROSSOVER POLICY AND APPLICATION PACK

April 2020

(Please read this information before making an application)



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VERSION CONTROL

Version	Date	Description
1	October 2017	Issue
2	August 2018	Updated fee
3	December 2018	Update to “Appeals” section on page 14
4	April 2020	Fee and other minor updates

Section 1: General Information

The purpose of this document is to guide an applicant through the process of applying for a vehicle crossover.

About Vehicle Crossovers

A vehicle crossover is required to allow vehicles to legally pass over a public footway and/or grass verge to access property, and/or a site. To create a vehicle crossover, a section of kerb is lowered (known as a 'dropped kerb') and a driveway is created linking the road to property, and/or a site. The footway (and sometimes verge) is strengthened to protect against damage to the fabric of the pavement, as well as to pipes and cables buried beneath.

Legal

If you would like to create a vehicle crossover on the public highway, or alter/remove an existing access, you have the right to submit an application for the Council's consideration. Before a vehicular crossover can be constructed, or altered, permission from the Council is first required. (Please note that the requirement for permission does not apply to private roads).

As the local highway authority we are responsible for making the final decision. We may approve your request with or without modification, or may propose alternative works, or refuse the request.

Not every location will be suitable for us to approve. As the highway authority, we need to ensure that access and egress to and from the public highway is safe and facilitates the passage of traffic.

A vehicle crossover is never owned by the applicant or the freeholder and remains an asset of the local highways authority, nor does it form part of the premises boundary. It simply provides a right of access and remains a part of the public highway maintainable at public expense.

Vehicle crossovers can only be carried out by authorised contractors working on behalf of either the Royal Borough of Kingston upon Thames, or the London Borough of Sutton, (unless a Section 278 agreement has been entered into). Upon completion the vehicle crossover will be deemed a public highway and remain the responsibility of the local highway authority indefinitely.

The following actions are unlawful and may result in us taking enforcement and/or legal action against those responsible.

- Driving across a footway or verge without the existence of a vehicle crossover
- Creation of a new vehicle crossover without our approval
- Have an approved vehicle crossover, but park in such a way that the vehicle overhangs the public footway, causing obstruction of the public highway
- Use an approved vehicle crossover in such a way that causes damage to the vehicle crossing itself, the adjacent footway and/or grass verge.

Other permissions

Apart from our approval under the Highways Act 1980, the applicant may also need the following other permissions.

1. Planning Permission
2. Written consent from the freeholder/land owner, if different from the applicant.

1. Planning Permission under the Town & Country Planning Act 1990 may be required if the proposed vehicle crossover:

- is on a classified (A, B or C) road – (see Appendix B)
- serves a property that is either a flat, maisonette, a multi-occupancy dwelling, or commercial/business premises
- is within a Conservation Area or Local Area of Special Character (LASC) and will therefore require the applicant to first liaise with and obtain special consent for the proposal from the Development Management Team in Sutton, or the Urban Design Team in Kingston, who will coordinate the application and agree alternative construction materials in keeping with the character of the local area.

Additionally, from the 1st October 2008, amendments to the Town and Country Planning Act require applicants to obtain Planning Permission for hard-standings, unless the following conditions are met:

- I. the hard-standing is constructed using porous materials
- II. the hard-standing is constructed in a way that allows surface water to run-off into a soak-away or other permeable or porous area within the curtilage of the application property
- III. the hard-standing is less than 5 square metres in total area
- IV. the hard-standing was constructed prior to the 1st October 2008

If Planning Permission is required it must be granted **before** an application is submitted under the Highways Act 1980, and the applicant must provide a planning reference number on the vehicle crossover application form. (Please note that there is no guarantee that if you receive Planning Permission for a vehicle crossover that you will automatically be granted Highways approval and vice versa – Applications for vehicle crossovers made under planning legislation will be considered against a broader range of criteria in comparison to applications made under highways legislation. They are separate regimes and different requirements apply to each.

Further information regarding Planning can be found on the Planning Portal, (<https://www.planningportal.co.uk>).

2. Written consent is required from the freeholder/land owner, if that is not the applicant.

- The applicant, or their agent, if they are not the owner of the property or land, must provide a signed declaration from the owner (i.e. freeholder), giving their consent for the application proposing a vehicle crossover to their property to be submitted
- Other appropriate permissions/approvals may be required prior to submitting your application for a vehicle crossover, if the property is previously/currently a social housing property, owned by a Housing Association, or is a listed building.

Transport for London Road Network

Proposed vehicle crossovers located on the Transport for London Road Network (TLRN) require highway approval from Transport for London (TfL). The TLRN in Kingston comprises the A3, A243 and the A240 east of the A3. The TLRN in Sutton comprises the A217 and A232. If you are unsure whether your proposed crossover is on the TLRN or not, please contact TfL

Typical Vehicle Crossover Arrangements



Photo 1: Typical Concrete Vehicle Crossover



Photo 2: Typical Bituminous Vehicle Crossover with Quadrant Kerbs



Photo 3: Typical Shared Vehicle Crossover



Photo 4: A Shingle (Loose Surface) Hard Standing



Photo 5: A Permeable Paving Hard Standing

Section 2: Vehicle Crossover Policy

Our Policy Principles

1. This Policy is appropriate for householder/domestic vehicle crossover applications. We will aim to treat every valid application with fairness in accordance with our adopted policy standards.
2. We will only consider applications that are compliant with the **current** Vehicle Crossover Policy. Any previous policies will be withdrawn and will no longer be applicable from the date of formal adoption of the new policy. Older, historic similar crossover installations in the same vicinity do not necessarily mean that a new vehicle crossover application will be approved.
3. It is acknowledged that a vehicle crossover must be provided in order to allow a vehicle to legally pass across the public footway and/or grass verge to access property or land.
4. This policy is intended for householder/domestic vehicle crossover applications. We will consider up to two vehicle crossover requests, at the same site, on the same application form. Granted permissions are valid for three months from the date of the Decision Notice.
5. Applications submitted by a person other than the freeholder/property owner must first obtain the consent of the freeholder/land owner for the application to be submitted.
6. At all times the vehicle crossover remains part of the public highway and is an asset of the local Highway Authority. Where a vehicle crossover is no longer required to facilitate vehicular access it will be removed and the kerb reinstated at the occupier's expense.
7. If gates are to be fitted across the vehicular entrance to the property they must not open outwards towards the public highway causing an obstruction. Any gates to a property must not reduce or impair visibility for those using the public highway. Depending on the height, some gates may require planning approval.
8. The local Highway Authority's appointed term contractor will construct all approved vehicle crossovers, unless agreed by an appropriate council officer to the contrary, or where a legal agreement (i.e. a section 278 agreement) has been entered into.
9. In considering applications, it is the site that will be considered against our policy requirements, not the vehicle size or type, or the occupier circumstances.
10. Where the minimum standards e.g. off street parking space size requirement, are not met the vehicle crossover application will be refused.
11. Where adjacent properties with a shared driveway require a shared vehicle crossover, one occupier should consensually act on behalf of both parties and submit a single application.
12. We encourage all applications to be accompanied by a dimensioned plan (to scale if possible) and any other appropriate supporting information illustrating the proposal.

13. The application fee must be paid in full at the time the application is submitted.
14. The hard-standing shall be constructed by the applicant before construction of vehicle crossover and be such that all surface water runoff shall be contained within the applicant's property boundary. The construction of any hard-standing shall be such that no loose material will be able to migrate onto the highway. If it is proposed to use a loose material (shingle) to surface the hard-standing a 50mm retaining strip must be used to prevent shingle migration.
15. There are minimum standards that must be met under this policy for an application to be approved. Otherwise, it will be refused.

Minimum Standards (that must be met)

For safety, access and environmental reasons, the construction of all vehicle crossovers will be subject to the following requirements: If any of these requirements are not met the application will be refused.

- a) **Opening Width at Back of Footway** – An opening size, **minimum of 2.7m** and **maximum of 4.0m** must be provided at the back of the footway, measured at right angles to the public highway. Opening, as shown in Figure 1, below. The maximum opening for shared vehicle crossovers shall be at the assessing officers' discretion. This dimension will be the same width as the vehicle crossover, measured at the back line of the footway (i.e. the junction of public highway with the application property/land).



Figure 1: Opening At The Back Of The Footway.

- b) **Minimum Off-Street Parking Area** - The minimum off-street parking area measured at right angles to the highway is **4.80m long by 2.70m wide**, as shown in Figure 2, below, except where it fronts a garage. If there is a bay window, the measurement will be from the front of it. No 'short frontage' agreements will be entered into. Crossovers are approved on the basis that when using a driveway that drivers should reverse in and drive out in a forward gear onto the highway as set out in the Highway Code.

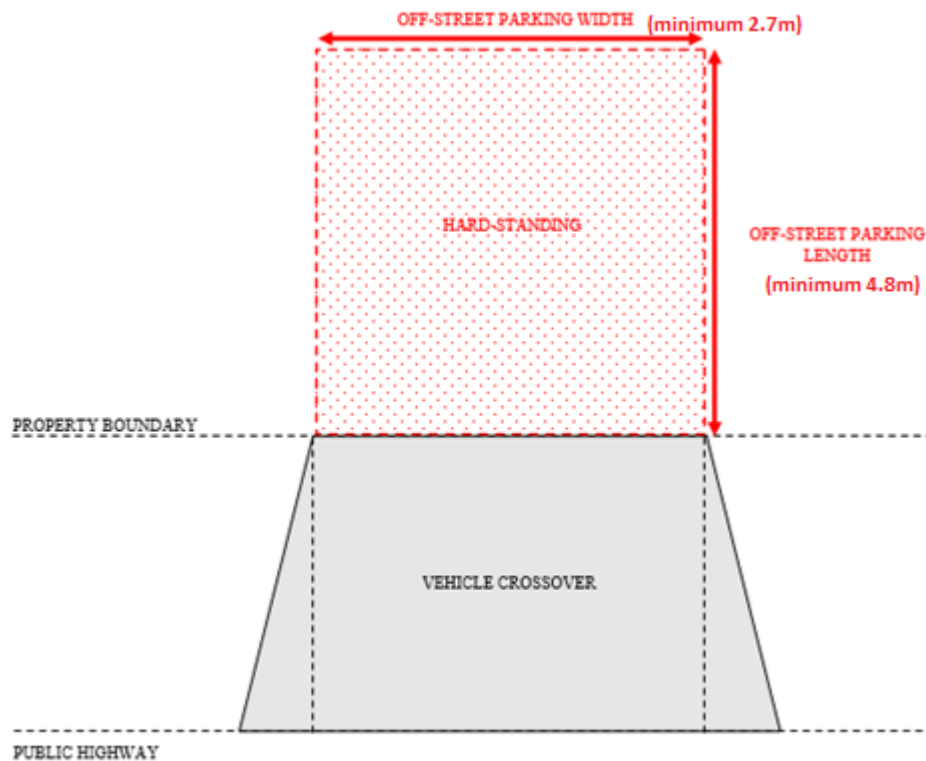


Figure 2: Off-Street Parking Area.

- c) **Visibility Requirements** - In order to provide adequate safety to users of the public highway and the users of the vehicular crossover adequate visibility is required when entering and leaving the off-street parking space. The visibility splays required are shown in Figures 3, 4 and 5, below. The visibility required is an area measuring **2.8m** from the back of the footway boundary centrally and **3.3m** along the back of the footway boundary in each direction. This will create a safety zone to provide a driver adequate visibility to enter/leave from the parking area. It is also necessary to ensure that the driver can see anything over **600mm** in height from their driving position when entering/leaving the site to prevent injury to children. If there is insufficient pedestrian, driver and/or vehicle visibility sightlines the application will be refused, as approving the application will compromise public safety and/or the passage of traffic on the highway. Any boundary walls, shrubs, treatments etc. are to be no higher than 1.0m in height.

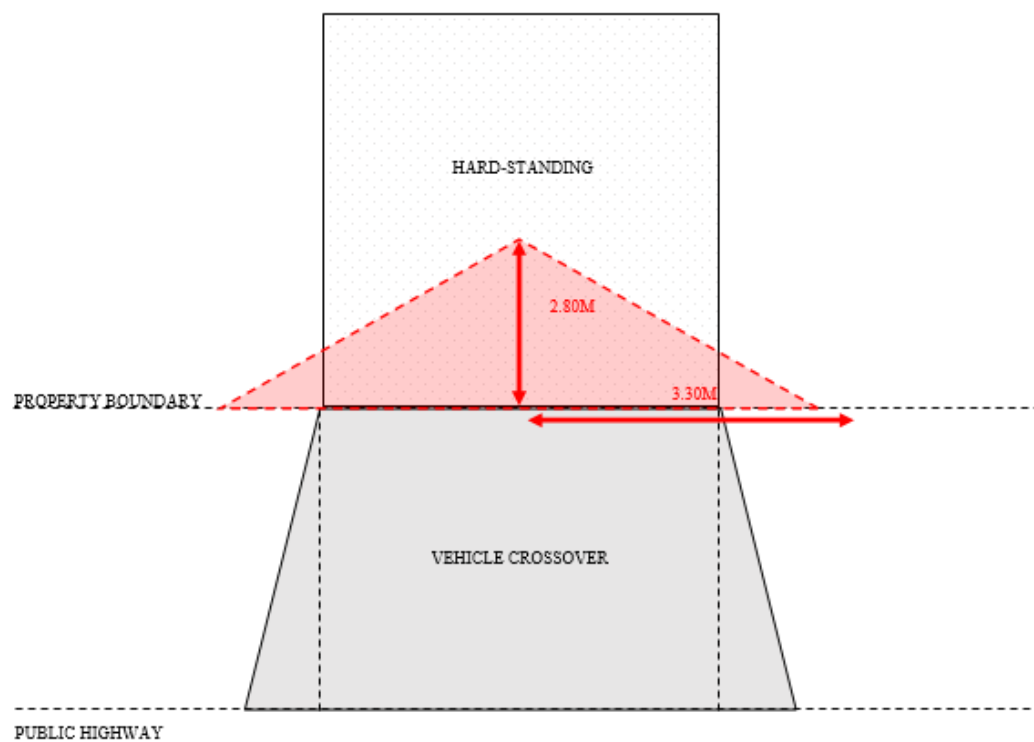


Figure 3: Required Horizontal Pedestrian Visibility Splays.

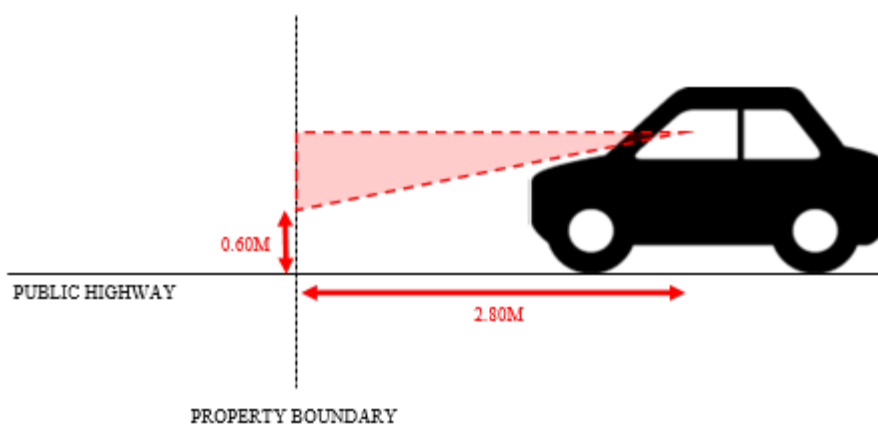


Figure 4: Required Vertical Pedestrian Visibility Splays.

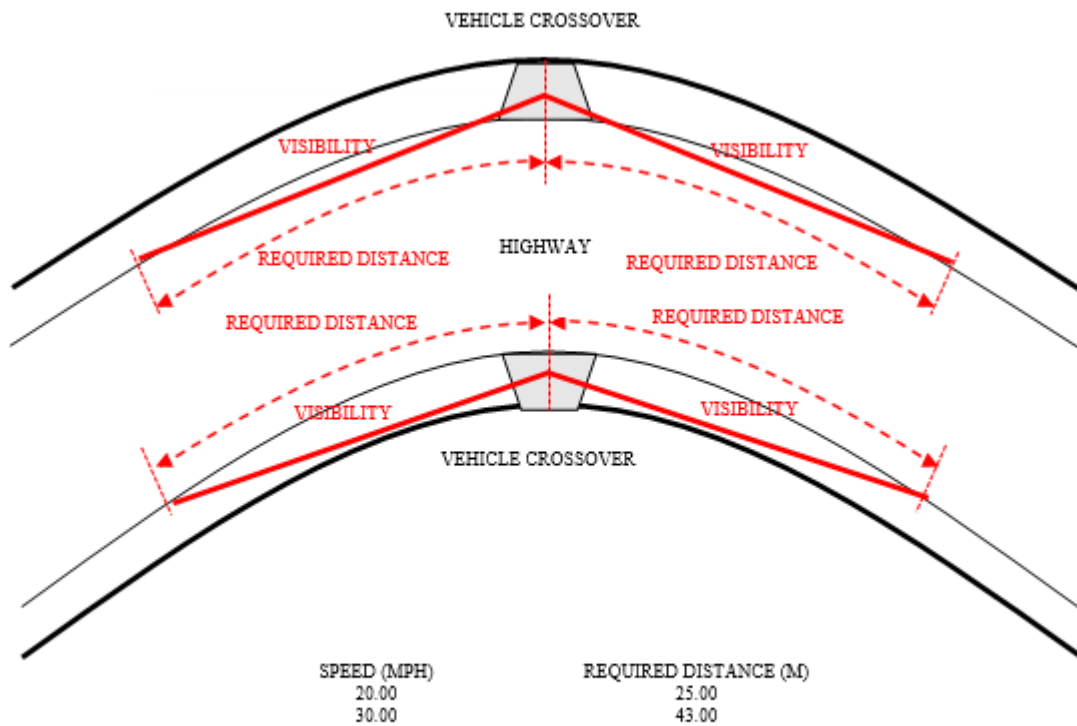


Figure 5: Restricted Vehicular Visibility

- d) **Junctions** – A proposed vehicle crossover must not **be within 10m** from a road junction or traffic signal, **(15m in the case of junctions on classified roads, A, B or C)**. A vehicle crossover will not be permitted within the restricted zone as shown in Figure 6, below. This also applies to junctions with roundabouts.

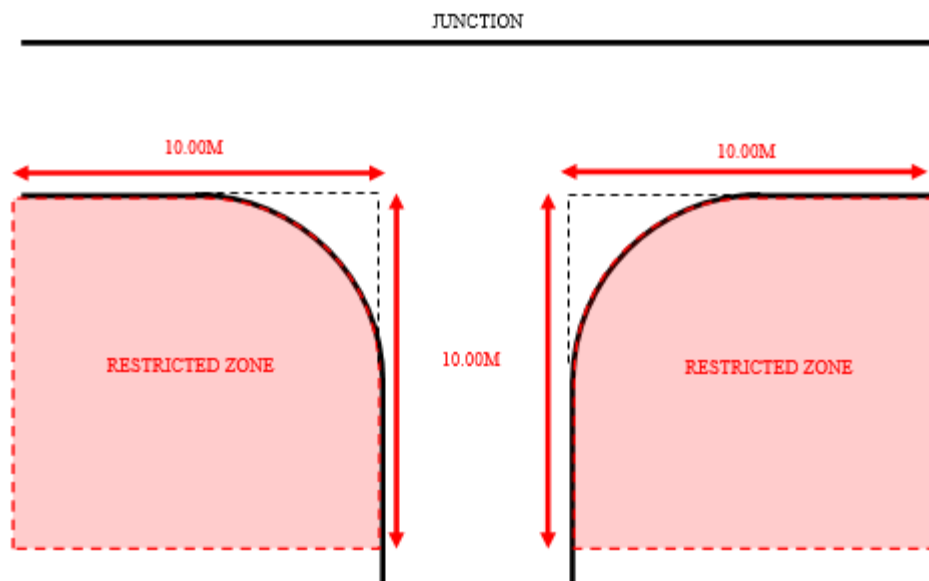


Figure 6: Required Distance From Junction.

- e) **Proximity to Bus Stops and Pedestrian Crossings** – A proposed vehicle crossover or extension must **not be within 10m** of any formal pedestrian crossing or refuge (including zebra crossings and signalised crossings such as pelicans and toucans), bus stop or a bus cage, as shown in Figure 7, below. Additionally, it must not encroach into or affect any zig-zag road markings, as shown in Figure 8, below.

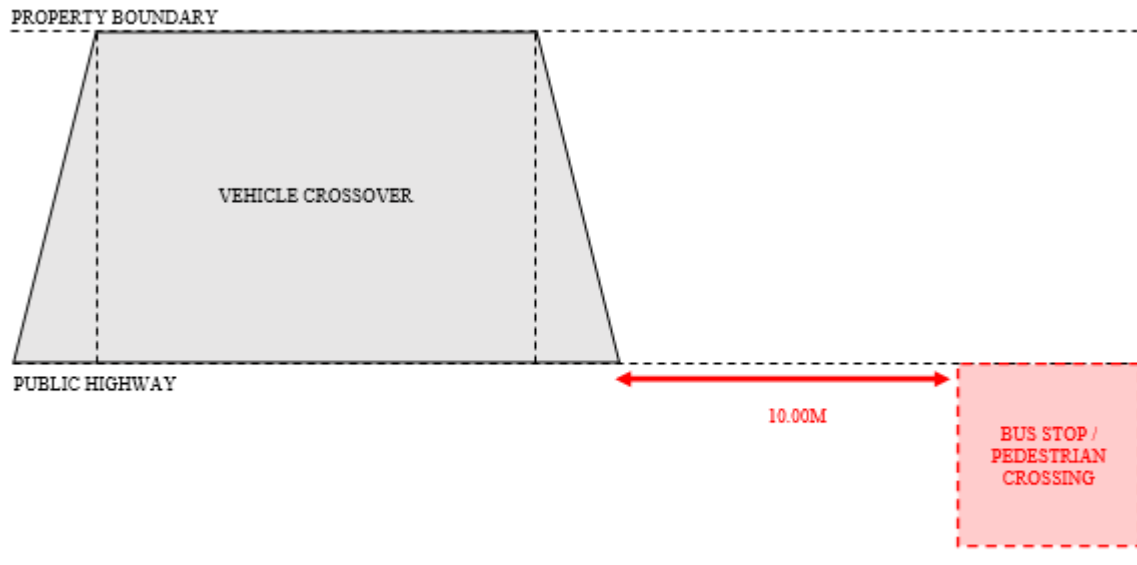


Figure 7: Required Distance From Bus Stops / Pedestrian Crossings

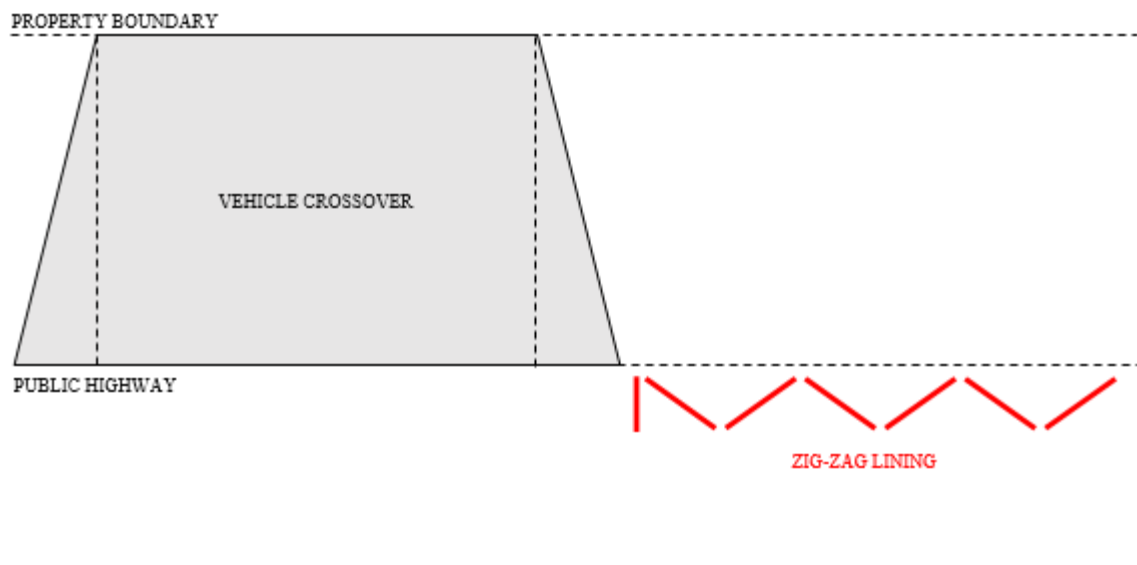


Figure 8: Required Clearance From Zig-Zag Lining

- f) **Trees – Highway trees will not be removed to allow a vehicle crossover.** If there is conflict with an established street tree on the public highway, a vehicle crossing cannot be constructed within the root protection area (RPA) of the tree in accordance with British Standards (currently BS 5837:2012). As a guide, for a tree with a single stem, the RPA is calculated as **12 times the stem diameter**, measured at a height of **1.5m** above the ground level as shown in Figures 9 and 9a, below. (This does not apply to trees on private land). Additionally, no crossover will be permitted within a distance of **1metre** from the trunk of a tree. Note that if the assessing officer has concerns about conflict with the presence of roots within **300mm** of the ground surface of a tree, roadside shrubbery, or planter, an inspection trench may need to be dug to investigate further. This will be at the applicant's expense and is non-refundable.

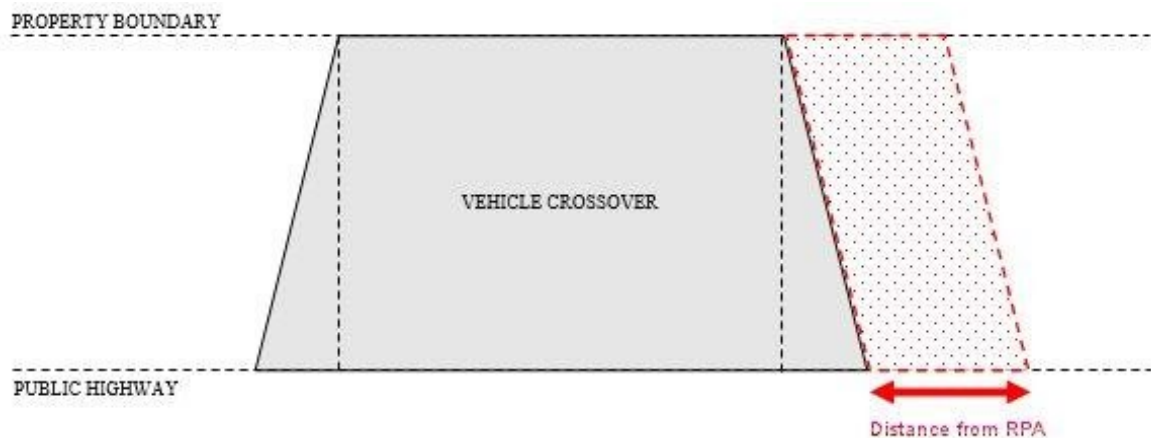


Figure 9: Required Distance From Street Vegetation

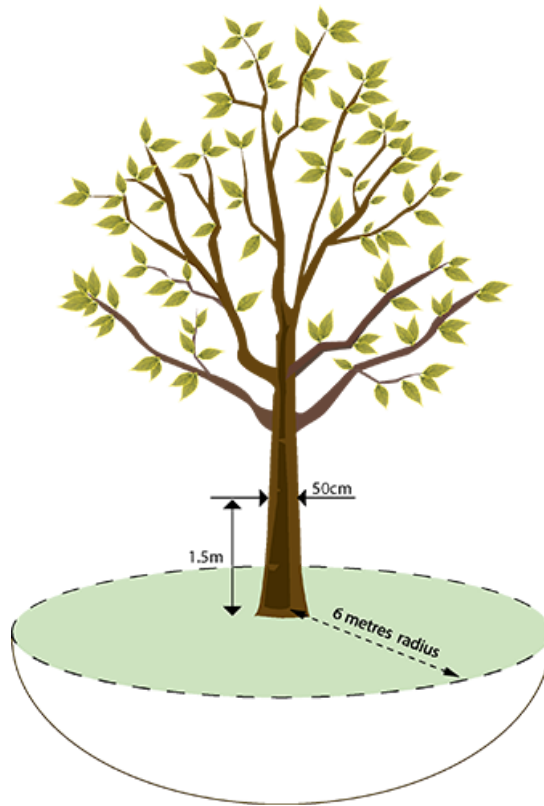


Figure 9a: Root Protection Area (RPA) – shown in green.

- g) **Grass Verges** – If the proposed crossover or extension would require removal of a grass verge greater than **2.0m** deep (**1.6m** deep in Conservation Areas and Local Areas of Special Character), measured at right angles to the highway, as shown in Figure 10, below, the application will be refused.

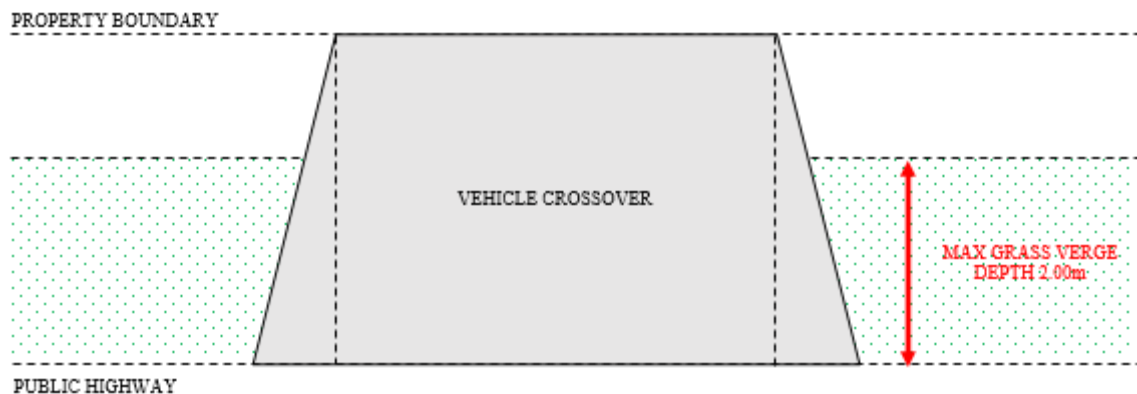


Figure 10: Maximum Grass Verge Depth.

- h) **Traffic Calming Features (e.g. speed humps, tables, cushions etc.)** – If there are any traffic calming features, such as horizontal and/or vertical deflections of the road surface forming 'kerb build-outs', speed humps, tables, or cushions etc., that a vehicle could not entirely clear before maneuvering onto the proposed vehicle crossover, as shown in Figure 11, below, the application will be refused.

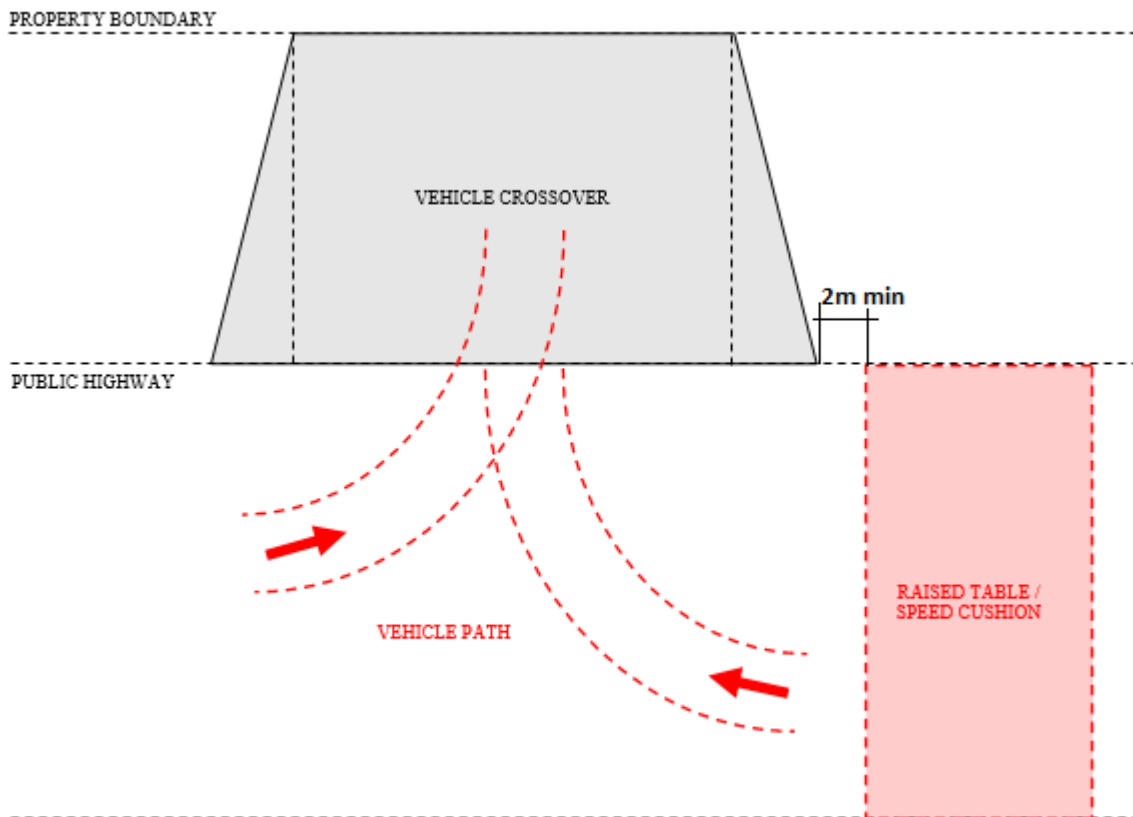


Figure 11: Required Unobstructed Vehicle Path.

- i) The ramp from the property to a dropped kerb should not exceed 1 in 12 (8%).

Conflict with Street Furniture/Highway Assets - Applications for new or to modify an existing vehicle crossover that impact on existing street furniture or statutory undertaker's apparatus (i.e. gas, water, electricity etc.) will require a decision by the affected statutory undertaker and the local Highway Authority on an appropriate way forward. If required, any necessary works will be undertaken wholly at the expense of the applicant. A crossover may not be permitted closer than **1metre** to any item of street furniture such as a lamp column or road sign.

Traffic Management Orders – A proposed vehicle crossover must not result in the need to amend an existing Traffic Management Order (TMO), e.g. the removal or amendment of existing waiting and loading restrictions, or parking bay. This includes all designated parking bays, permit holder parking bays in Controlled Parking Zones (CPZ's), paid for bays, marked parking bays in areas of permitted footway parking, restricted zones, home zones, permit parking areas etc. However each application will be considered on its own merits. The full cost of amending both the TMO and road markings should be met by an applicant. Applicants must be aware that there could be objections to amending TMO, and objections may not be resolved.

Advisory White Access Bar Markings - If requested by the applicant, an advisory white bar marking across the road in front of the crossover will be considered by the Highway Authority. If approved, the road markings will be implemented in conjunction with the construction of the crossover; all costs must be met by the applicant. It should be noted that white bar markings are non-enforceable against obstructive parking, but act as a deterrent. Advisory white access bar markings will not be provided in areas subject to parking restrictions/controls, including in Permit Parking Areas.

Drainage – The proposed parking area must be constructed so as not to drain onto the public highway. Sustainable drainage (SuDS) principles must be used in the construction of any hard standing.

Fees and Charges

- In accordance with the Local Authorities (Transport) Regulations 1998, a fee of £126, to cover the Council's costs for considering an application will be paid at the time of submitting an application. In the event of the application being refused the application fee is non-refundable.
- In accordance with the Highways Act 1980 (section 184), the cost of all works necessary to construct the vehicle crossover, relocating of street furniture, alterations to statutory undertakers' equipment/plant and the realignment of any adjacent footway(s), will be charged in full to the applicant.
- The fees and charges are regularly reviewed and updated in the light of changes to; legislation, regulation and contractual arrangements between the Council and its supplier. - Quotations for works that are issued have a validity of three months from the date of issue. If payment is not made within the due time then the job must be re-quoted to reflect any possible changes in fees and charges that have occurred in the interim.
- Applicants holding a blue badge are eligible for a £100 discount when applying for a new vehicle crossover at their place of residence. The discount will be deducted from the final construction cost of the vehicle crossover, should the application be approved.
- We will only refund the fee if we receive a written instruction from the applicant withdrawing the application. This instruction must be received within 5 working days of submitting the application.

Appeals

The decision made by officers of the Highway Authority is considered full and final. You will receive a Decision Notice once the application has been decided. Appeals will only be allowed if there are exceptional circumstances, which can be demonstrated by the applicant, and may be considered at the discretion of the Highways and Transport Group Manager, or other senior manager) and the Council's decision is final. However, if your application has been refused and you believe that we have not followed our procedures or applied our standards appropriately (i.e. made a mistake), please write to us detailing your reasons. We will respond to you within 10 working days.

Section 3: APPLICATION CHECKLIST

PLANNING APPROVAL CHECKLIST

(Complete prior to submitting an application)

Does the proposed vehicle crossover location.....?

	Yes	No
Relate to a multi-occupancy dwelling	<input type="checkbox"/>	<input type="checkbox"/>
Front onto classified road	<input type="checkbox"/>	<input type="checkbox"/>
Relate to a listed building	<input type="checkbox"/>	<input type="checkbox"/>
Relate to an ex or current council property	<input type="checkbox"/>	<input type="checkbox"/>
Form part of a current or future planning application	<input type="checkbox"/>	<input type="checkbox"/>
Use a hard-standing requiring approval	<input type="checkbox"/>	<input type="checkbox"/>

NOTE *Answering **yes** to any of the “Planning Approval Checklist” questions above means that the application will require planning approval. This must be obtained prior to submitting your crossover application.*

PRE-APPLICATION CHECKLIST

(Complete prior to submitting an application)

Will any of the following affect the application...?

	Yes	No
Insufficient off-street parking area	<input type="checkbox"/>	<input type="checkbox"/>
Conflict with street tree RPA, or vegetation (within 1.00m)	<input type="checkbox"/>	<input type="checkbox"/>
Conflict with street furniture (within 1.00m)	<input type="checkbox"/>	<input type="checkbox"/>
Distance from junctions, crossings and bus stops (within 10.00m)	<input type="checkbox"/>	<input type="checkbox"/>
Located on a bend with restricted visibility	<input type="checkbox"/>	<input type="checkbox"/>
Conflict with zig-zag road markings	<input type="checkbox"/>	<input type="checkbox"/>
Located within a Controlled Parking Zone (CPZ)	<input type="checkbox"/>	<input type="checkbox"/>
Effect any waiting, loading or parking restrictions	<input type="checkbox"/>	<input type="checkbox"/>
Gates open outwards (towards the public highway)	<input type="checkbox"/>	<input type="checkbox"/>
Insufficient visibility splays	<input type="checkbox"/>	<input type="checkbox"/>

NOTE *Answering **yes** to any of the “Pre-Application Checklist” questions above means that the application may initially be rejected and/or delayed.*

PRE-APPROVAL CHECKLIST

(Complete prior to an inspection or making payment)

Have you...?

	Yes	No
Checked and agreed with the marked vehicle crossover location	<input type="checkbox"/>	<input type="checkbox"/>
Constructed a sustainable hard-standing (If inspection is required)	<input type="checkbox"/>	<input type="checkbox"/>

NOTE *Answering **no** to any of the “pre-approval checklist” questions above means that you should contact the Highway Authority (Kingston: 020 8547 5002 / Sutton: 020 8770 5000) and request to speak to the officer handling your application prior to progressing with payment for the works.*

As the location of a vehicle crossover is determined upon a site survey there is no guarantee that the approved location will match that of a pre-constructed hard-standing. For this reason it is recommended that the hard standing (i.e. off street parking area) is constructed after your application is submitted and site assessed so that you are made aware of the exact proposed location of the crossover prior to the construction of a hard-standing.

Data Protection Act 1998

Under the Data Protection Act 1998, we have a legal duty to protect any personal information we collect from you.

- We will only use personal information you supply to us for the reason that you provided it for.
- We will only hold your information for as long as necessary to fulfil that purpose.
- We will not pass your information to any other parties (including other Council departments) unless there is a legal requirement for us to do so.
- All employees and contractors who have access to your personal data or are associated with the handling of that data are obliged to respect your confidentiality
- When the data is no longer needed, it will be destroyed in line with the Council's document deletion policies.

Section 4: Application Form

APPLICANT DETAILS:

Mr / Mrs / Miss / Ms Daytime
Phone No.

Email Address

Address of vehicle crossover location

.....

Address for correspondence (if different from the above)

.....

CONSTRUCTION DETAILS (NEW VEHICLE CROSSOVER):

Desired starting point of opening into your property
from your left hand boundary (as viewed from the road) Metres

Opening width required (minimum of 2.70m, maximum
of 4.0m at the back of the footway) Metres

CONSTRUCTION DETAILS (VEHICLE CROSSOVER EXTENSION):

Side and length to be extended Left / Right Metres

The location and size of any new or extended vehicle crossover will be determined by the council based upon highway considerations and will have regard to trees, street furniture and current on-street parking.

In order to prevent over-running and damage to the footway the width of the new or widened vehicle crossover cannot be less than the width of the back of the footway entrance onto your property. We strongly recommend that you do not carry out any works to form a hardstanding until you are in receipt of a written estimate which would include confirmation of your application being approved in our Decision Notice.

Please include your £126 fee for considering this application – cheques are to be made payable to “Royal Borough of Kingston-upon Thames” or “London Borough of Sutton” respectively.

APPLICANT’S Date
SIGNATURE

If you are not the freeholder/owner of the application property/site, they will need to give you their consent to submit this application, by signing the declaration below:

OWNER’S Date
SIGNATURE

PRINT Daytime
NAME:..... Phone No.

Please complete and return to the respective address, below:

Royal Borough of Kingston upon Thames
Highways and Transport (Vehicle Crossings)
Guildhall 2,
Kingston upon Thames, Surrey, KT1 1EU

London Borough of Sutton
Highways and Transport (Vehicle Crossings)
24 Denmark Road,
Carshalton, Surrey, SM5 2JG

Section 5: FREQUENTLY ASKED QUESTIONS

1. *How much does it cost to apply?*

The total cost of the application is £126 and covers, 1) administration costs, 2) initial site assessment by an engineer, 3) contacting the Public Utility companies, and 5) inspection and approval of the completed construction. The construction costs are separate to this and will vary depending on the requirements of the works that need to be done and the local site conditions.

2. *Where can I find more information about creating a sustainable hardstanding?*

Further information on this legislation and guidelines on constructing a sustainable hard-standing can be found on the following website: www.planningportal.gov.uk. You may also find some useful guidance by searching on 'paving for gardens' on the websites of 1) the Royal Horticultural Society, www.rhs.org.uk, or 2) the Department for Communities and Local Government, www.Communities.gov.uk

3. *Will the vehicle crossover have a macadam or concrete finish?*

In order to maintain a consistency within the street, the construction and surface material used for a crossing will be dependent upon the character and materials of the surrounding highway and / or the materials used for other crossings in the street.

4. *Will the vehicle crossover extension differ in appearance to the existing?*

Yes, there is likely to be a difference in the appearance of the new construction, this is not due to faulty workmanship or materials. The applicant will be given the opportunity to bear the costs of any special works to reduce the difference or to undertake a full width reconstruction or resurfacing should they wish.

5. *What actions can be taken regarding public and private trees?*

When an existing crossover is obstructed by a tree, to the obvious detriment of public safety, every effort will be made to resolve the conflict so as to retain the tree. However, if this is not possible, and public safety is being compromised, the tree may be removed and replacements planted. The same principles apply in the case that the council's Arboricultural Officer deems a street tree to be dead or dying. The cost of the tree removal and replacement(s), or crossing relocation and accommodation works, will be borne by the Council.

When an application for the construction of a new or an extension to an existing vehicle crossover is received, and the Officer making the initial site visit feels that the proposals would have an adverse effect on an established tree on private land, he will refer the matter to the Arboricultural Officer who will consider the particular situation and act accordingly.

For trees on the public highway, no trees will be removed to allow a vehicle crossover and no construction can be carried out within the tree's root protection area (RPA) as defined in British Standard 5837. This is the minimum area plotted as a circle, with the tree at the centre, where the roots and soil structure must be protected as a priority to avoid irreparable damage to the tree. As a guide (as specified in the British Standard), for a single stem tree, the root protection area is calculated as 12 times the stem diameter. The stem diameter must be measured at a height of 1.5m above the adjacent ground level. Construction of a vehicle crossover will not be permitted in this area, and not within a minimum distance of **1metre** from the trunk of a tree.

6. *How will the slope of the vehicle crossover be determined?*

The slope will provide proper cross fall and drainage of the footway. The Authority is under no obligation to meet the existing threshold level of your property. Where appropriate, and with the owner's consent, minor accommodation works may be undertaken within the private frontage to reduce any difference in levels. The ramp to a dropped kerb should not exceed 1 in 12 (8%). 1 in 20 (5%) is desirable but is not always achievable. A shallow gradient helps wheelchair users and minimises the risk of slips or trips.

7. *Why are some crossings joined?*

In some cases crossings will be joined to create a shared crossing. As crossings are and remain part of the public highway, no approval from the applicant and / or resident is required in such circumstances.

8. *Who has the authorization to construct the vehicle crossover?*

The Council's term contractor will construct all public vehicle crossovers, as directed by the Authority, unless agreed by an appropriate highway officer to the contrary and/or a legal agreement in the form of a section 278 Agreement exists.

9. *Are discounts offered when applying for a vehicle crossover?*

Yes. When major footway maintenance works are being undertaken, as long as there is not a conflict with any other vehicle crossover policy, residents will be offered the opportunity of having a discounted (10%) vehicle crossover constructed whilst the works are in progress.

10. *What is the consequence for illegally crossing the footway?*

Under Section 184 of the Highways Act 1980 if vehicular access is required to a property across a public footway and / or verge, then permission is required from the Council to do so.

As footways are constructed for pedestrian use they are not reinforced to bear the load of vehicles. Repetitive crossing by vehicles causes potholes, broken slabs and underground utility damage and poses both a safety risk and is costly to repair.

To prevent such damage in areas of illegal crossing the option will be given for a new or extension to an existing crossover to be constructed. Once a specific time period has passed and if ignored and no other arrangements made, a post will be placed at the rear of the footway restricting access to the hard standing. The aim of this is to prevent further illegal crossing and footway damage.

11. *Who is responsible for maintaining the vehicle crossover?*

This is the responsibility of the Council as it forms part of the public highway. Initially the Council's appointed contractor who constructed the vehicle crossover is responsible for a period of two years until such time that the responsibility has transferred to the Council.

12. *How long does it take to construct a vehicle crossover?*

Once works have commenced, it will generally take a contractor up to 5 days (including clearing the site). If there are associated works to relocate existing street furniture this work will need to be carried out prior to the construction works for the vehicle crossover commencing.

13. *Where can I find information on the boroughs Conservation Areas and Local Areas of Special Characters?*

Information on the location of these areas can be found using the interactive map at the following link:

Kingston: <https://maps.kingston.gov.uk/maps/MapPage.aspx?map=heritage>

Sutton: https://www.sutton.gov.uk/downloads/file/1609/map_of_conservation_area_boundary

Appendix A: CLASSIFIED ROADS

Royal Borough of Kingston upon Thames

Amberwood Rise	Kingston Vale
Balaclava Road	Lamberts Road
Beaufort Road (Maple Road - Lingfield Avenue)	Lingfield Avenue
Bridge Road	London Road
Brighton Road	Malden Road
Burlington Road	Maple Road
Central Road	Moor Lane (Bridge Road - Borough Boundary)
Church Road	Motspur Park
Claremont Road	Orchard Road
Clarence Street (Wheatfield Way - Wood Street)	Park Road (Tudor Drive - Kingston Hill)
Clayton Road	Penrhyn Road
Coombe Lane West	Portsmouth Road
Coombe Road	Queen Elizabeth Road
Cranes Park	Queens Road
Cromwell Road	Richmond Road
Ditton Road	Rushett Lane
Ewell Road (St Mark's Hill - Warren Drive North)	South Lane (A3 - South Lane West, A3 - Malden Road)
Fairfield North	South Lane West
Fairfield South	St Marks Hill
Fairoak Lane	Surbiton Crescent
Galsworthy Road	Surbiton Hill Road
Gloucester Road	Tolworth Broadway
High Street (Portsmouth Road - Kingston Hill Road)	Traps Lane
Hook Road (A3 - Ditton Road)	Tudor Drive
Horsefair	Upper Brighton Road
King Charles Road	Victoria Road
Kings Road	Villiers Avenue
Kingsdowne Road	Villiers Road
Kingsgate Road	Warren Drive North
Kingston Hall Road	Wheatfield Way
Kingston Hill	Wood Street
Kingston Road	

Appendix B: CLASSIFIED ROADS

London Borough of Sutton

Acre Lane	Lower Road
Angel Hill	Malden Road
Banstead Road, Banstead	Manor Road North
Banstead Road, Carshalton	Manor Road, Wallington
Beddington Lane	Marshalls Road
Beeches Avenue	Middleton Road (169-281, 234-382)
Belmont Rise	Mitcham Road (footpath)
Benhill Avenue	Nightingale Road
Beynon Road	North Street
Bishopsford Road	Oldfields Road
Boundary Road (1-45, 2-32)	Park Hill
Broadway The, Cheam	Park Lane, Carshalton
Burdon Lane	Park Lane, Wallington
Cambridge Road	Plough Lane, Purley (31-41A, 56-66)
Carshalton Park Road (38-66, 41-71)	Plough Lane, Wallington
Carshalton Road, Sutton	Pound Street
Carshalton Road, Woodmansterne	Reigate Avenue
Central Road	Ringstead Road
Cheam Common Road	Rose Hill
Cheam Road	Ruskin Road
Colston Avenue	Sandy Lane South
Cotswold Road	St Dunstan's Hill
Crown Road (Part)	St Helier Avenue
Croydon Lane	St Nicholas Way
Croydon Road	Stafford Road
Epsom Road	Stanley Park Road
Ewell Road	Staplehurst Road
Foresters Drive	
Gander Green Lane	Stonecot Hill
Green Lane, Morden	Sutton Common Road
Green Wrythe Lane	Throwley Road
Greenford Road	Throwley Way
Grove Road (1-17, 2-72)	Tudor Drive
Hackbridge Road	West Street, Carshalton
High Street, Carshalton	Westmead Road
High Street, Cheam	Woodcote Green Road
High Street, Sutton	Woodcote Road
Hilliers Lane	Woodmansterne Lane
Little Woodcote Lane	Wrythe Green Road
London Road, Cheam	Wrythe Lane
London Road, Hackbridge	