



APPLICATION TO CONSTRUCT A HARDSTANDING

Please read the terms and conditions overleaf before completing this form.

1. Name(s):

2. Address:

3. Sketch showing proposed location of hardstanding:

4. Give details of how the hardstanding will be constructed:

5. Is a pavement crossover already in place: Yes */ No*

6. I have obtained permission from the Planning Department for the work and the details are enclosed */ I have contacted the Planning Department and permission is not required and I have enclosed a letter of confirmation*

* please cross out whichever does not apply

I have read and fully understand the notes and conditions overleaf, and confirm that I will comply with them in full if my/our application is successful.

Signed: Date:

For Office Use Only					
		Date	Initials	Post	Comments
Application received					
Site inspected					
Application approved	Yes / No				
Tenant advised					
Completed work inspected					
Satisfactory	Yes / No				
Tenant advised					

TERMS AND CONDITIONS

If your application is approved, permission to install a hardstanding will be granted subject to all the conditions detailed below.

1. It is an offence to habitually drive over the kerb, and a pavement crossover must therefore be provided. If you construct a hardstanding but do not install a crossover, you will not be allowed to use the hardstanding.

It is your responsibility to check with the Planning Department, and the Department of Enterprise Environment and Culture (EEC) that you will be allowed to install a crossover.

2. If the installation of a pavement crossover is allowed, it must be done by DEEP – who will require payment in advance.

The pavement crossover will be installed after the hardstanding has been constructed to minimise damage by heavy vehicles etc.

3. You must obtain any necessary planning permission from the Planning Department. This maybe required if, for example:

- access to the hardstanding is from a trunk road or classified road, or near a corner, junction etc.
- If your home is a flat or maisonette
- if you propose to erect gates, walls or fences that are over 1m high
- if the crossover goes through a landscaped area

4. If you disturb or damage any walls or fences, these must be reinstated to the satisfaction of the Director of Community and Housing.

5. If you intend to provide gates, these must open inwards. As far as possible they should match or complement other gates in the area. If it is not possible to provide gates, e.g. on open plan estates, or where there is not space, then the existing boundary fence or wall must be finished to an acceptable standard.

6. The hardstanding should be constructed by a competent tradesman to a satisfactory standard, and as follows:

- (a) 3 inches of concrete set on 3 inches of hardcore, or alternatively, 2 inch thick paving slabs set on consolidated land or hard core and bedded in with a mixture of sand and cement or brick paving blocks vibrated onto a sand and hardcore base.
- (b) The maximum dimensions of the hardstanding will depend largely on the width of the road, the area of manoeuvrability and on the individual requirements i.e. size of car etc. However, approval will not generally be given unless the hardstanding has minimum dimensions of 8'6" wide and 16'long plus an allowance for gates to open inwards.
- (c) The upper surface of the hardstanding must be at least 6 inches below the damp proof course of the dwelling.
- (d) Any manholes incorporated must be provided with heavy duty covers.

7. You are responsible for all expenses associated with the provision of a hardstanding, including the crossover.

8. If and when approval is given, it is valid for 12 months. If the work is not completed within 12 months, a further application must be submitted.

9. You must advise your Community Housing Office when the work has been completed, so that it can be inspected. If it is of an unsatisfactory standard remedial work must be carried out at your expense.