

VEHICULAR ACCESS

Thank you for your enquiry regarding the construction of a new vehicular access or drop crossing. Enclosed is an information pack, which will assist you in obtaining permission under Section 184 of the Highways Act 1980 and Section 86(4) of the New Roads and Street Works Act 1991.

Before commencing the above process, you must check whether planning permission is required for the work. Generally speaking planning permission will be required for accesses to all classified roads (class A, B and C roads) and sometimes on unclassified roads, for instance if the site lies within a Conservation Area. Please contact your local District or Borough Council's planning department for advice. If planning permission is required, it is the applicant's responsibility to obtain the necessary consents and no further action will be taken by this Authority until planning permission is granted.

Regardless of whether planning permission is required, this Authority requires the access to comply, as closely as possible, with the layout details given in Appendix A and the access must comply with the specification requirements of Appendix E.

Vehicular accesses can be constructed by the County Council (Option 1) or a private contractor (Option 2), however the applicant must realise that they are responsible for a private contractor's work and any errors or omissions. Also by following Option 2, the applicant is responsible for guaranteeing the works for 2 years and for any damage to the highway or utility apparatus, and any claims due to an incident caused by the works.

Once the applicant has decided who will construct the crossing, should it be the County Council then return Appendix C with Section A and B duly completed along with a completed Appendix B. If a contractor is to be used, then return Appendix C with sections A and C duly completed along with a completed Appendix D.

All completed forms should be returned to:

Director of Environmental Services
County Hall
Matlock
Derbyshire
DE4 3AG

For further information contact Call Derbyshire 08456 058058

Option 1 – Works Performed by Derbyshire County Council

- (a) No site visits are made for initial estimating purposes. A form is provided to enable you to calculate an approximate estimate of cost using the rates provided. These rates are revised annually.
- (b) Measure (a) the total length of kerbing required, including both taper and dropped kerbs; (b) the total length of any edging kerbs required (crossing a verge) remembering to measure both sides; (c) the dimensions of new construction. Measurements need to be rounded up or down to the nearest whole number, ie 5.1 m = 5 m, 5.5 m = 6 m. Place the measurements in the boxes marked "quantity" on the form provided, (see Appendix B) and multiply by the respective rates to find the estimated cost.
- (c) Should the total cost you have calculated be acceptable to you please complete and return the enclosed Appendix C along with Appendix B (Estimate) and copies of the planning permission if applicable.
- (d) The cost of a standard size vehicle access is in the range of £700-£1000.
- (e) Once the Estimate (Appendix B) and Appendix C have been received, the proposal will be checked and the actual price confirmed to you in writing.
- (f) If you wish to accept the quotation and want the County Council to perform the work, sign and return the Quotation Acceptance.
- (g) On receipt of your acceptance of our actual quote the works will normally be undertaken within 3 months and an invoice will be sent to you for payment following completion of the works.

Option 2 – Works Performed by a Contractor of Your Own Choice

- (a) Obtain quotations from private contractors, who must have **£5 million Public Liability Insurance**, for your vehicular access to be constructed in accordance with the County Council's standards.
- (b) Complete and sign the private contractor request form (Appendix D) and return it to the County Council (to the address shown on the covering letter), together with Appendix C and photo-copies of the planning permission if applicable.

Please Note: You **must not** allow your contractor to commence any works until you have received a letter of authorisation from this Authority.

Appendix A

General Design Criteria for the Formation of Vehicle Accesses

1 Width

Accesses should be at least 2.5 m.

2 Alignment

Accesses should emerge onto the highway at 90° or as close as possible to this angle.

3 Gradient

Driveways should be no steeper than 1 in 10 (10%).

4 Turning Space

On busier roads or where driver's vision is limited, the applicant should endeavour to provide on site turning space for vehicles.

5 Driver Visibility

When emerging from an access, the driver of a car is located about 2 m back from the nearside carriageway edge and their eye level is about 1 m above the surface. From this point, the driver needs to be able to see as far as possible along the road in both directions. Depending upon the speed limit, the following distances should be achieved in either direction, measured along the nearside carriageway edge:-

30 mph	45 m
40 mph	120 m
50 mph	160 m
60 mph	215 m

Where these distances cannot be achieved, the applicant should clear their site frontage of all obstructions over 1 m in height (600 mm in the case of vegetation) for as far as possible in either direction from the access and ask the advice of this Authority.

6 Pedestrian Visibility

Where the access will cross a footway, a 2 m x 2 m x 45° splayed area should be provided on either side of the access at the back of the footway. These triangular areas should be kept clear of any object greater than 1 m in height.

7 Parking Spaces

Vehicles must be parked completely off the highway and at approximately right angles to the carriageway unless turning space is available within the site. The minimum depth of parking space shall be 5 metre and have a width of 2.5 metres.

8 Surfacing/Paving

Within the property curtilage, the driveway should be surfaced with a porous, bound material or block paving having porous joints and not loose chippings, to avoid loose material from being carried out onto the highway. Where a non-porous surface is provided then any surface water run-off shall be collected and then discharged to a soakaway within the curtilage of the property.

9 Surface Water

Where a driveway slopes down towards the road, measures should be taken to avoid surface water run-off from discharging onto the adjacent footway or carriageway. This can take the form of a dish channel or gully laid across the access, emptying into a sewer, drain or soakaway within the property.

Appendix B

Worked Example to Calculate Cost of DCC Undertaking the Works

Footway Crossing at:

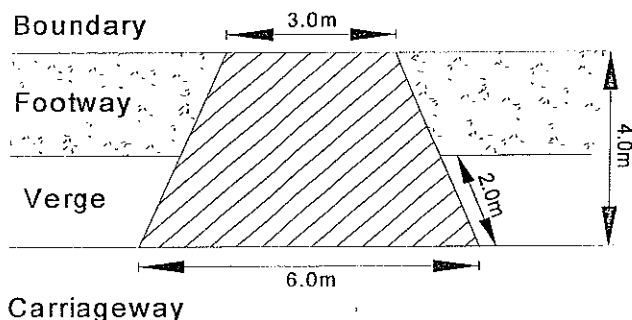
- (A) Measure width of gateway/proposed access to property
- (b) Measure total width of existing footway and verge (if any)
- (c) Measure length of any proposed edging

NB: A typical single vehicle access will have 4 new dropped kerbs with 1 taper kerb at each end (6 m).

The length of edging will be the width of the verge x 2.

The area of new construction is the width of gateway plus the length of new kerb divided by 2 then multiplied by the width of the verge plus the width of the footway.

Sketch



$$\text{AREA OF CROSSING} = \frac{(6.0 + 3.0)}{2} \times 4.0 = 18 \text{ sq m}$$

THEREFORE AS AN EXAMPLE COSTS ARE:

NEW KERBS: 6m at £93.00 = £558.00

NEW EDGING: 2m + 2m = 4m at £20.00 = £80.00

NEW CONSTRUCTION: 18 sq m at £66.00 = £1,188.00

TOTAL : £1,826.00

Appendix B
Estimate – Return with Request
(Derbyshire County Council Copy)

Footway Crossing at:-

Description	Quantity	Unit	Rate April 2011 to March 2012	£ p
New kerbs (rounded to nearest whole number)	<input type="checkbox"/>	No	£93.00	
Edgings (rounded to nearest whole number)	<input type="checkbox"/>	No	£20.00	
Construction	<input type="checkbox"/>	square metre	£66.00	
			Total	

Sketch (applicant to provide):-

**Appendix B
Estimate
(Applicant's Copy)**

Footway Crossing at:-

Description	Quantity	Unit	Rate April 2011 – March 2012	£ p
New kerbs (rounded to nearest whole number)	<input type="text"/>	No	£93.00	
Edgings (rounded to nearest whole number)	<input type="text"/>	No	£20.00	
Construction	<input type="text"/>	square metre	£66.00	
			Total	

Sketch (applicant to provide):-

Appendix C

From:

Name:.....

Address:

.....

Postcode Telephone No

Section A General Conditions for Footway Crossing Construction

- I am the owner of the property concerned or alternatively I have the permission of the owner to have this work done.
- I understand that it is also an offence to obstruct the highway by causing a vehicle to overhang or to be left on any part of the footway crossing area. It is my responsibility to ensure that there is sufficient space within my property to park a vehicle.
- I will ensure that Planning Permission, if required, is obtained before any work is started

Signature Date

Now please sign either Section B or Section C as applicable

I enclose my estimate and request a formal quotation from the County Council.

Signature Date

Section C Permission for Footway Crossing to be Constructed by my own Contractor

- I agree to carry out the work to Derbyshire County Council's standards, any unsatisfactory work will be renewed by me at my cost, failing this the work will be rectified by you at my expense.
- I agree to guarantee the works for 2 years.
- I will be responsible for all costs associated with the works.
- I or my Contractor will have obtained clearance from all the relevant statutory authorities; copies of the replies will be made available for inspection by a County Council representative before any work commences.
- I will employ only a Contractor who is skilled and capable in this type of work has New Roads and Street Works accreditation and has Public Liability Indemnity for highways work – the current level of indemnity is £5 million
- I will inform the County Council at least seven days before any work commences to ensure that the County Council are given reasonable notice to inspect and approve the progress of the work. I understand that I will be obliged to meet any additional requirements imposed by the County Council.

Signature Date

Appendix D

Application for Vehicular Crossing to be Constructed by Private Contractors

I hereby apply for permission to carry out a domestic bituminous/block paving* vehicular access at:

.....

The work will be undertaken by

Of Tel No

All work will be carried out to the dimensions and standards of the County Council's requirements within 3 months of receipt of authorisation.

I have received planning permission reference for the access and enclose a copy of the permission.

or

I have approached the District Council and they have confirmed that planning permission is not required.

To be completed by Contractor

All works will be properly signed and guarded in accordance with the Traffic Signs Regulations and I will indemnify the County Council against any claims arising from the works. I confirm my Public Liability Insurance is to the value of at least £5 million, and I will supply a copy of the Insurance Certificate if required. My staff and at least one operative are accredited via the Street Work Qualifications Register (SWQR).

Supervisor's Name:

SWQR Registration No:
Date of Birth:

The works will be completed within days of commencement.

In accordance with Derbyshire County Council's Specifications

The public utilities have received 29 days notice of my intentions and:

- *(i) have no objections
- *(ii) require the following works to be undertaken (copies of letters enclosed)

.....

Signed Block Capitals

Company Name

Address

Tel No Date

Vehicular Access Application

Important Notice

To All Developers Planning to Work Within the Highway

Construction of Vehicular Access and Similar Works within the Highway by Developers

Section 184: Highways Act 1980

Section 86: New Roads and Street Works Act 1991

Section 184 of the Highways Act allows the Highway Authority (ie Derbyshire County Council) to give permission for works to be undertaken by a developer. This permission under Section 184(9) places all the responsibilities of the Highway Authority on the developer. This not only means that the works must be insured, maintained in a safe condition and adequately signed and guarded but the developer must also comply with all the requirements of the New Roads and Street Works Act (NRSWA). Failure to comply with NRSWA can result in substantial damage being done and large financial claims made against the developer.

It is the developer's responsibility to make enquiries of all the Statutory Undertakers to determine the position of their apparatus and determine the need and cost of any diversion/protection works. For small domestic vehicular crossings, it is often not necessary for Statutory Undertakers apparatus, eg electricity, telephone and cable TV, to be diverted or protected but for larger works it may be necessary. Developers must tell the Statutory Undertakers that they will be working in the highway by virtue of permission given under Section 184(9) of the Highways Act 1980.

Appendix E
Derbyshire County Council
Environmental Services Department
Domestic Vehicular Crossings – Specifications
(Suitable for Private Car Traffic Only)

1 General

1.1 Kerbing

1.1.1 Kerbs are to be British Standard precast concrete, hydraulically pressed or approved lightweight kerbs, laid to a true line and level on a 150 mm thick bed, 350 mm wide and backed with 150 mm concrete Class ST2.

1.1.2 Kerbs to the crossing are to be 125 mm x 150 mm drop kerbs with a single taper kerb (250 mm to 150 mm high) each side.

1.1.3 All existing kerbs together with the concrete backing are to be taken up and removed to a licensed disposal point.

1.2 Conservation Areas

1.2.1 In Conservation Areas, the applicant must inform the Local Planning Authority of the proposal.

1.2.2 In Conservation Areas, natural materials must always be used to match existing, eg sandstone kerbs should be replaced by sandstone kerbs and not concrete or granite kerbs. Where natural materials exist the applicant must contact the person listed in the 'Ask for' box in the accompanying letter for specific instructions.

1.3 Edging

1.3.1 Precast concrete edgings (50 mm x 150 mm high) are to be provided to separate the vehicular crossing from the verge, if appropriate. The edging to be laid on a 50 mm bed, 350 mm wide and backed with 100 mm of concrete Class ST2. Edgings will also be required along the highway boundary if the private drive is to be constructed of a non-bituminous material.

1.4 Dimensions

1.4.1 The dimensions of the crossing will vary according to the width of the existing footway and shall be as indicated on the construction drawing.

2 New Construction

2.1 The existing materials are to be replaced with materials to the following specifications:-

2.1.1 Well graded Granular sub-base Type 1 to BS EN13285:2003 laid and rolled to a consolidated thickness of 150 mm.

2.1.2 0/20 mm size dense binder course with paving grade bitumen 160/220 to BS EN 13108-1:2006 laid and rolled to a minimum consolidated thickness of 50 mm.

2.1.3 0/6 mm size dense surface course with paving grade bitumen 160/220, to BS EN13108-1:2006 (limestone aggregate must not be used), laid and rolled to a consolidated minimum thickness of 20 mm.

2.2 Workmanship

2.2.1 In all three construction layers the materials shall be spread and rolled to the required contours and levels to give a regular finish. Maximum depressions under a 3 metre (maximum) long straight edge on the finished surface are:-

Binder course = 6 mm

Surface course = 3 mm

2.2.2 Each layer shall be compacted with a static roller of 2.5 tonnes dead weight or vibrating roller of 750 kg dead weight to the required thickness immediately they are laid.

2.2.3 A tack or bond coat must be applied to the binder course prior to the application of the surface course.

3 General Conditions

3.1 Damage to Highway

3.1.1 When the construction is carried out by a Contractor any damage to the highway shall be rectified to the satisfaction of, and at no expense to the County Council.

3.2 Crossing over Open Ditches

3.2.1 Any ditch under the new crossing shall be piped with approved pipes of a suitable size and to approved levels and surrounded with 150 mm of Class ST1 concrete. End of pipes must be incorporated into suitably constructed headwalls.

3.3 Highway Drainage

- 3.3.1 When the construction is carried out by a contractor any damage to the highway drainage shall be rectified to the satisfaction of, and at no extra expense to the County Council. The contractor shall also carry out such drainage works that are necessary to prevent surface water being discharged from the private driveway onto the highway.

3.4 Safety Precautions

- 3.4.1 During construction safety precautions shall be taken in accordance with Chapter 8 of the Traffic Signs Manual, the Health and Safety at Work Act 1974 and all other Health and Safety Legislation and Codes of Practice. The County Council shall be indemnified against all claims or accidents that may arise during the progress of works, whether from a third party or otherwise.

Appendix E (Cont'd)

4 Alternative Specification Using Concrete Block Paving for Domestic Vehicular Crossings

4.1 Where a private drive is to be laid in block paving and there is no footway in the verge, the County Council may allow vehicular crossing to be constructed in concrete block paving in accordance with the following:-

4.2 General

4.2.1 All the general requirements of vehicular crossings shall apply except where superseded by this section. All vehicular accesses shall be kerbed at the edge of the carriageway.

4.3 Sub-base and Laying Course Material

4.3.1 The sub-base thickness shall be laid to a thickness of 150 mm and comprise of Granular sub-base Type 1 to BS EN 13285:2003.

4.3.2 The sand laying course shall consist of washed sharp sand containing not more than 3% of silt and clay and conforming to the following grading:-

BS Sieve Size	Percentage Passing
5 mm	90-100
2.36 mm	75-100
1.28 mm	55-90
600 um	35-65
300 um	10-45
150 um	0-10
75 um	0-1.5

4.3.3 Sand shall have a natural moisture before screeding of not less than 4% or more than 8%.

4.4 Paving Blocks

4.4.1 Concrete paving blocks shall comply with BS EN1338:2003 and shall have a nominal thickness of 60 mm. Blocks shall be of a rectangular shape and laid in a herring bone pattern and be of a colour that complements the surroundings.

4.5 Edge Restraints

4.5.1 Edge restraint to the blocks shall be provided in advance of laying the blocks. This edge restraint shall be within a concrete kerb or edging bedded in concrete, two courses of blocks laid in concrete or a proprietary edge restraint fixed in concrete.

4.6 Preparation of Laying Course

4.6.1 The sand shall be struck off to a level that when the blocks have been vibrated, the upper face of the blocks shall be true to the finished level and the levels of any two adjacent blocks shall not differ by more than 2 mm. Before the blocks are laid, the laying course shall not be subjected to any form of trafficking, including pedestrian trafficking before, after or during screeding.

4.6.2 Prior to any substantial areas of blocks being laid, vibration of a trial area of blocks shall be completed as soon as possible to ensure that the sand surcharge is correct to provide a compacted thickness of 50 mm and, if not, alterations made. Such trials shall be undertaken for any change in the delivery source of the sand or for any change occurring in moisture content of the sand to that previously laid.

4.7 Installation of Paving Blocks

4.7.1 The blocks shall be placed firmly together without disturbance to the laying course and the order of placing the blocks shall ensure this. At edges or obstructions such as gully gratings or manholes, blocks shall generally be cut to fit. Cutting may be carried out with a hydraulic splitter, a hammer and bolster, or by sawing. Where it is not possible to cut blocks to fit neatly to an obstruction, the obstruction shall be surrounded with concrete in advance of paving and the blocks cut to fit at the edges of the concrete.

4.7.2 After laying, the blocks shall be subject to compaction by passes of a vibrating-plate compactor which shall have a centrifugal force of approximately 16-20 kN with a frequency of approximately 75-100 Hz and a plate area of between 0.35-0.5 m squared. Sufficient passes shall be made to compact the laying course and produce an even surface. After the initial vibration, dry sand shall be brushed into the joints and further passes of the vibrating-plate compactor made to fill the joints, more sand being spread over the surface if required.

4.7.3 Vibration shall not be carried out within one metre of an unrestrained edge.

4.7.4 Small gaps left at the edges of block paving, including against obstructions with a paved area, shall be filled and compacted in to the full depth of the paving block with a sand-cement mortar.

Appendix F

1 Granular Sub-Base Material

- 1.1 Type 1 granular material shall be crushed rock, crushed slag, crushed concrete or recycled aggregates and shall comply with BS EN 13285:2003.
- 1.2 The material shall be well-graded and lie within the grading envelope shown in the table below:

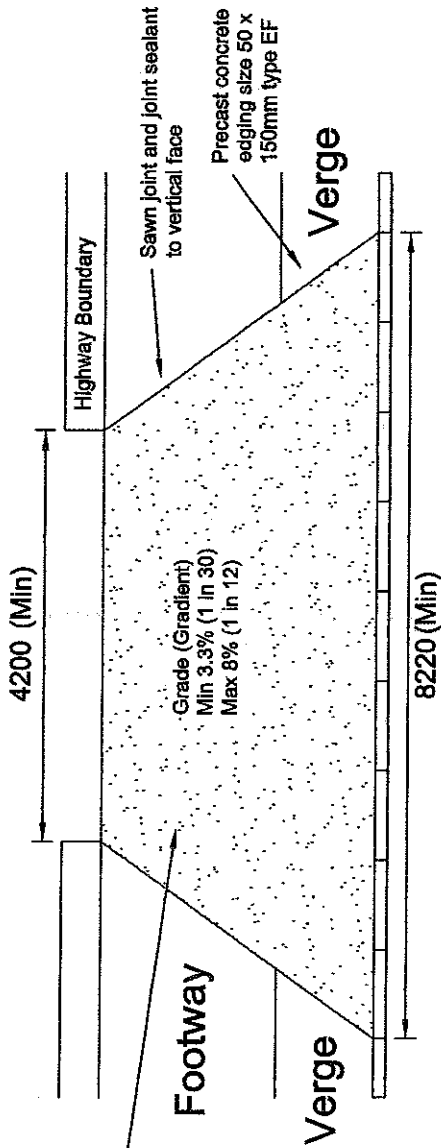
BS Sieve Size	Percentage by Weight Passing
63 mm	100
31.5 mm	75-99
16 mm	43-81
8 mm	23-66
4 mm	12-53
2 mm	6-42
1 mm	3-32
600 um	0-9

- 1.3 The material passing the 600 um BS sieve shall be non-plastic as defined by BS1377-2:1990 and tested in compliance therewith.
- 1.4 The material shall be transported, laid, and compacted without drying out or segregation.
- 1.5 Where recycled coarse aggregate or recycled concrete aggregate is used it shall be classified by hand-sorting the coarse aggregate particles in accordance with BS EN 933-11:2009. Recycled coarse aggregate or recycled concrete aggregate shall also comply with the additional requirements:

Components Maximum Permitted Content	(Percentage by Mass)
Asphalt (Class Ra)	50
Glass (Class Rs)	25
Other Materials (eg wood, Plastic, metal)	1

- 1.6 All material used with 450 mm of the surface of the road shall be frost resistant as defined by the standard test specified in Road Research Laboratory Report LR90.

PLAN VIEW OF DOUBLE ACCESS



(Take up and replace existing kerb with precast concrete kerb 7 no. 125 x 150mm type BN, 1no. 125 x 150/255mm type DR1 and 1no. 125 x 150/255 type DL1)

Notes

1. In cases where a verge exists between the footway and the Highway boundary, the verge shall be excavated in accordance with the above specification.
2. All Kerbing shall be new pre-cast concrete, or approved lightweight kerbing, unless otherwise directed by the Area Manager in writing.
3. The maximum crossfall must not be exceeded.
4. On A and B classified roads the Planning Authority may require a pedestrian intervisibility splay within the applicants site boundary. The area required for the splays shall be constructed in accordance with the above specifications.
5. This drawing should be read in conjunction with drawing number TMC/3/100/2

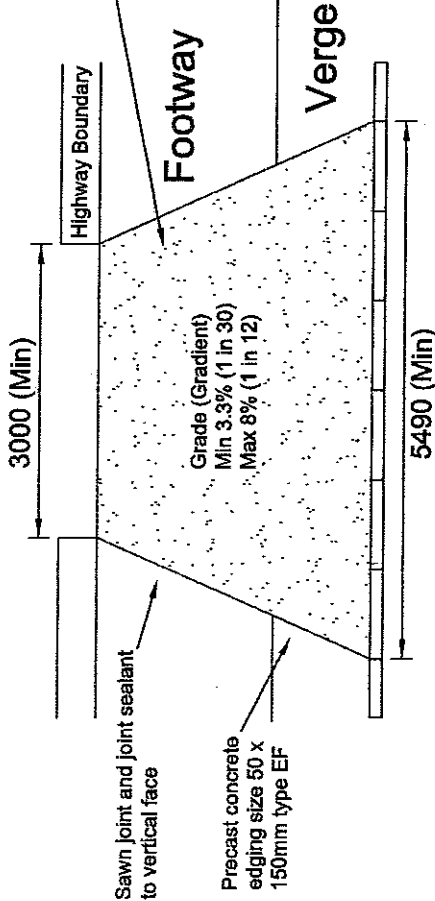
All dimensions are in millimetres unless otherwise stated.

Drawing No.
TMC/3/100/1b

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Printed on 100% recycled paper - weight 150gsm - size A4 (210 x 297mm)

PLAN VIEW OF SINGLE ACCESS

Excavate existing material 220mm deep and construct domestic vehicular access with 150mm thickness well graded Granular Sub-base Type 1 to BS EN13285:2003, 50mm thickness 0 / 20mm size dense binder course with paving grade bitumen 160 / 220 to BS EN13108-1:2006 and 20mm thickness 0 / 6mm size dense surface course with paving grade bitumen 160 / 220 to BS EN13108-1:2006 (limestone aggregate must not be used).



(Take up and replace existing kerb with precast concrete kerb 4 no. 125 x 150mm type BN, 1no. 125 x 150/255mm type DR1 and 1no. 125 x 150/255 type DL1)

Rev B - Updated construction specification to new BS EN's - May 2011

DERBYSHIRE
COUNTY COUNCIL
AN STEPHENSON
STRATEGIC DIRECTOR OF
ENVIRONMENTAL SERVICES

Title

**VEHICULAR ACCESS TO PUBLIC HIGHWAY
DOMESTIC VEHICULAR ACCESS**

Scale

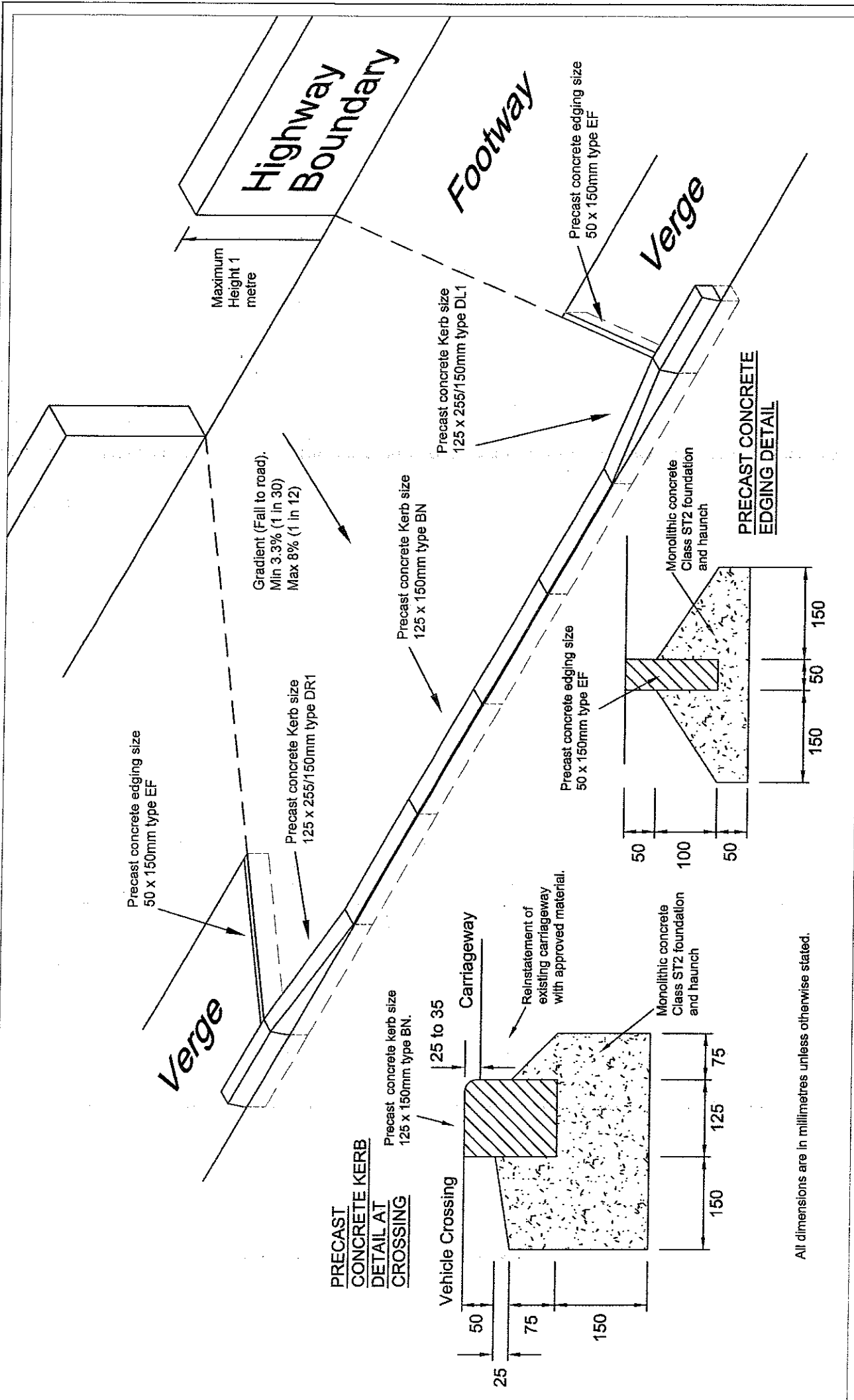
N.T.S

Date

26/05/2011

Drawn By

M. Cooke



Drawing No.
TMC/3100/2

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Scale
N.T.S

Date
26/05/2011

Drawn By
M. Cooke

Title
VEHICULAR ACCESS TO PUBLIC HIGHWAY
LAYOUT & KERBING/EDGING DETAILS

DERBYSHIRE
COUNTY COUNCIL

IAN STEPHENSON
STRATEGIC DIRECTOR OF
ENVIRONMENTAL SERVICES

All dimensions are in millimetres unless otherwise stated.