

Development Services

Road Traffic Regulation Act 1984

**Application for Carriageway (H-Bar) Entrance Marking
(in certain situations a worded “Keep Clear” marking may be considered)**

Important: Please complete this form in full using block capitals – failure to complete all sections may delay your application, or result in your application being unsuccessful.

Name of applicant:

Address:

Postcode:

Address of property where ‘H-Bar’ is required if different from above:

Postcode

Contact Telephone Numbers:

Home:

Work:

Mobile:

Email address:

Please tick this box if you do not want us to use your e-mail address to update you on the progress of your application

Are there any existing parking restrictions outside your property?
(e.g. double/single yellow lines, parking bays etc. Please note H-bars
are not permitted where double yellow lines are in place)

Yes No

Is your driveway/access shared with your neighbour(s)?
(If your driveway is shared you will need to provide written consent from
your neighbour(s) for the provision of a marking across the full width)

Yes No

Please provide details as to why you are applying for an H-bar marking:

(Please continue on a separate sheet if necessary)

General Conditions (Please read this carefully)

Carriageway (H-Bar) entrance markings are advisory markings to deter parking and obstruction across driveways and access points. Reference to the following general conditions show they will not be appropriate in every situation and in certain cases a worded “Keep Clear” marking may be considered. The following general conditions apply:

1. **Existing parking restrictions:** ‘H-Bar’ markings are not permitted where prohibition of parking at any time restrictions (double yellow lines) exist. If other prohibition of waiting restrictions (single yellow lines) exist, applications for ‘H-Bar’ markings will be considered and approved only if deemed to be appropriate.
2. **Enforcement:** Applicants accept that ‘H-Bar’ markings are provided as advisory only markings and that neither the Police nor Shropshire Council can take action against those parking vehicles on the markings.
3. **Extent of marking:** ‘H-Bar’ markings are placed along the length of the carriageway where your driveway meets the carriageway and the kerb is lowered, and up to a maximum of one metre either side. ‘H-Bar’ markings cannot be provided where no lowered kerb exists and at such locations a worded “Keep Clear” marking may be more appropriate.
4. **Photographs:** Photographs submitted with your application may expedite the application process. Photographs facing the frontage of your property, together with photographs from either side of your property, showing your driveway access onto the highway would be most appropriate.
5. **Shared driveway access:** If you share your driveway with your neighbour(s) you must submit their letter of written consent along with the application. You, as the applicant, will be responsible to Shropshire Council for the full cost of the application.
6. **Payment:** A non-returnable payment of £75.00 must be enclosed with your application form in order for it to be processed. This covers the cost of processing and investigating your application and does not guarantee your application being approved. If your application is successful, the fee balance payable would be £225.00 as the standard charge for an ‘H-Bar’ is currently £300.00. A form for credit card payment is attached to this application
7. **Additional Charges:** Shropshire Council reserves the right to make additional charges should the total length of the required marking extend beyond 6.5 metres. If this is the case you will be requested to make an additional payment prior to commencement of works.
8. **Time-scales:** ‘H-Bar’ markings are normally provided within 6 to 8 weeks of a successful application being submitted subject to seasonal influences such as adverse weather conditions or re-surfacing programmes.
9. **Removal of ‘H-Bar’ markings:** The Council retains the right to remove the markings and is under no obligation to maintain or replace the marking should they fade, deteriorate or in the event of any works in the highway or traffic schemes.

Shropshire Council reserves the right to alter, amend or revoke these conditions at any time.

Declaration **Please delete as appropriate*

*I enclose / I am unable to enclose supporting photographs as per condition 4 above.

I enclose my payment *cheque (made payable to |Shropshire Council) / debit or credit card authorisation form for £75.00

I declare that I have read, understood and agree to the conditions above

Signature of applicant:

Date:

Please return this form, photographs and your payment to the Divisional Office responsible for the address where the marking is required:

(When your application has been assessed, you will be notified of the outcome)



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Shropshire Council 100049049. 2010

North Division

Environmental Maintenance
Shropshire Council
Edinburgh House
New Street
Wem
Shropshire
SY4 5DB

northshropshirehighways@shropshire.gov.uk

Central Division

Environmental Maintenance
Shropshire Council
107 Longden Road
Shrewsbury
Shropshire
SY3 9EL

centraldivision@shropshire.gov.uk

South East Division

Environmental Maintenance
Shropshire Council
Stourbridge Road
Bridgnorth
Shropshire
WV15 6AN

bridgnorthhighways@shropshire.gov.uk

South West Division

Environmental Maintenance
Shropshire Council
16 Stokewood Road
Craven Arms
Shropshire
SY7 8NR

southshropshirehighways@shropshire.gov.uk

If you are unsure of which office to return your form to please either refer to the ShropMap facility at www.shropshire.gov.uk or call our Customer Service Centre on: 0345 678 9006. Please also contact the Customer Service Centre if you have any other queries.



PLEASE INDICATE WHICH TYPE OF CARD YOU ARE USING

I wish to pay by Visa/Visa Debit/Eurocard/MasterCard/Electron/Switch/Solo/JCB

I authorise you to debit my account with the amount of £75.00.

My card number is:

Start date of card:

Expiry date of card:

Issue number (Switch and Solo only):

Card Security Code (last 3 digits on reverse of card):

Cardholders name (as it appears on the card): _____

Cardholder's address: _____

_____ Postcode: _____

Telephone: _____

Signature: _____