

Mr Philip McLoughlin
84 Southfields Road
Littlehampton
West Sussex
BN17 6PB

20th January 2020

Our Reference: 2703256

Dear Mr McLoughlin

Re - Requesting Permission for Vehicle Cross Over, VCO Pack Enc.

If you are going to construct any form of hard landscaping in your front garden (for example a vehicle hard standing) you will need to contact your Local District or Borough Council to check if planning permission is required. You will also need to check if planning permission is required for a new, or to widen an existing, "vehicle access" (the part of a driveway across the pavement or verge). These are separate matters, although they can usually be included within one planning application.

A contact telephone number for District & Borough Council's has been attached to this letter to assist you. In addition to planning permission, you will also need highway consent from us (West Sussex County Council). The highway 'Consent' gives your builder or contractor the necessary authority to carry out the work on the highway and to the required specification. This consent is obtained from us by your chosen builder or contractor.

There are various safety regulations associated with working on the public highway. We therefore need to check that your contractor has the necessary insurance cover and can comply with requirements listed on the attached specification. The contractors listed in the accompanying list all have the necessary level of Public Liability Insurance cover and technical requirements.

However, there are other contractors, listed in publications such as the Yellow Pages and other directories, who may also hold the necessary insurance cover and qualifications. The local authority cannot make recommendations about contractors, but you are strongly advised to obtain at least three quotations before committing to any work.

Once you have decided which contractor to use, you will need to give them the attached specification form (titled 'Contractor's Information for Construction of Vehicle Crossover').

Your contractor will then need to email us [REDACTED] to request an application form for permission to construct the vehicle access.



Enquiry No. 2703256

West Sussex Highways
County Hall North
Chart Way
Horsham
West Sussex
RH12 1XA

Contractors' Information for Construction of Vehicle Crossover

Name of householder:	PHILIP McLOUGHLIN
Address:	84 SOUTHFIELDS ROAD, LITTLEHAMPTON.

- ☒ All work is to be carried out in accordance with WSCC Standard detail for Vehicle Crossover to drawing KWS19D and the provisions detailed in the Requirements, Specification and Workmanship for Vehicle Accesses and Footway Crossings VCO/10/10
- ☒ The above mentioned standard detail and additional requirements should be attached to this form, but if either is missing, it is the Contractor's responsibility to obtain a copy from the West Sussex County Council's Highways Office

Specific Requirements in addition to standard detail

- | | |
|--|---|
| ☐ Heavy Vehicle Specification | ☐ Kerb upstand if not 20mm..... |
| ☐ Re-use existing setts | ☐ Use granite setts in lieu of kerbs |

Other:

I can allow a new VCO at this address.

It will be standard width of 4.5m and of flexible surface.

As per W.S.C.C specifications.

Date Issued: 20/01/2020

Highway Office Matt Southern

THIS SPECIFICATION EXPIRES AFTER 6 MONTHS FROM THE DATE ISSUED AND
MUST BE ATTACHED TO THE CONTRACTOR'S CONSENT APPLICATION