



**Cumberland  
Council**

**Application Form - White "H-Bar" Keep Clear Marking**

**PLEASE READ THE GUIDANCE NOTES BEFORE COMPLETING THIS FORM**

Please complete all sections of this form **IN BLOCK CAPITALS**, in black ink and ensure that all the correct documentation is enclosed before the application is submitted.

I wish to apply for an Advisory "H-Bar" marking on the road outside my driveway.

**Applicant details:**

Title	
Surname	
First Name	
Daytime contact telephone number(s) (if none indicate none)	
e-mail address	

**Address of property where 'H'-Bar marking is applied for:**

House / Flat name or number	
Road	
Town	
Postcode	
Shared driveway?	Yes / No  (Please indicate whether the application is for a shared driveway. If yes support of all property owners will be required to proceed with the application)

Should my application be successful, I understand that the marking is advisory only and that any such issues with obstruction cannot be enforced by the Council's Parking Services Team.

Signed –

Dated -

Please return the completed form along with proof of residency at the above address and evidence of regular obstructive parking blocking the driveway access (including indication of regularity) via the online highway enquiry system:

Please search Cumberland Council's website for Highways; Report a Problem; Enquiry or follow the link to the website below:

<https://www.cumberland.gov.uk/>

Please include with your application:

- Proof of address
- Photographic evidence of dropped kerb / access (please note that no part of a vehicle in the private parking area must obstruct the adjacent highway or footway)
- Photographic evidence of issue / obstruction taking place
- Indication of regularity i.e. occurrences within 1 month

Costs:

The costs for a white 'H'-Bar marking are detailed on the Cumberland Council website under Fees and Charges. Costs for a white 'H'-Bar marking will be invoiced to the applicant after receipt of a completed application form. No further action / investigation will be undertaken by the Highway Authority until any outstanding fees have been paid.

The fee covers assessment of the application including any site visits that may be necessary to verify the extent and nature of any obstruction. As such it is non-refundable if your application is refused.



## White “H-Bar” Keep Clear Marking – Applicant’s Information

Cumberland Council has a duty to manage the provision of road markings on public roads and may agree to install ‘H’ bar road markings requested by members of the public in accordance with the following conditions.

For the Council to fully consider your application the following conditions will need to be met:

1. You must have an existing dropped kerb installed to Highway Authority standards and a driveway which leads to a place to where a vehicle can be stored wholly off the public highway. You will need to provide evidence (photographic) of your existing access.
2. If the driveway is shared by more than one property then all owners will have to be in agreement to enable the application to progress.
3. Your application must include evidence (photographic) of a continual obstruction problem.
4. Any application should be made online via the highways reporting form.
5. There is a charge for the introduction of such a marking per application for an individual property. The amount of which can be obtained from the Cumberland Council website from the Council’s Schedule of Fees and Charges which will be updated from time to time.
6. The fee will be invoiced to the applicant upon receipt of a completed application form. The fee covers assessment of the application including any site visits that may be necessary to verify the extent and nature of any obstruction. As such it is non-refundable if your application is refused.
7. If approved new ‘H’ bar markings will be installed when other road marking works are planned to take place in the same area. There may be a delay between accepting an application and the H bar being installed.
8. The marking will be provided by the Council’s road marking contractor.
9. You, and visitors to your property, should not park on the markings outside your driveway. Such behaviour undermines the effectiveness of the marking. The Council will remove any marking that is persistently being misused.
10. The Council will reserve the right to refuse an application should it be determined that such a marking would not be in the interest of the general use of the highway or may compromise road safety.
11. If approved and the markings become faded or worn therefore becoming less effective, you will notify the Council via the Highways Hotline 0300 373 3736 or via the online highways reporting form. Where the “H-bar” is still required, the Council will arrange renewal of the marking free of charge when other road markings are planned to take place in the same area. There may be a delay between notification and renewal of markings.

In submitting your online application, you agree to the above conditions.

If you require any further information or would like to discuss this matter before you submit an application, please contact the Council by making an enquiry using the Roads, Travel, Parking page of the Council’s website or by ringing the highways hotline on 0300 373 3736

**PLEASE NOTE:** Enforcement of white H-Bar markings over dropped kerbs in residential areas does not currently take place