### 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? | Yes 0 | No 0  
| (e.g. double/single yellow lines, parking bays etc. Please note H-bars are not permitted where double yellow lines are in place) |  
| Is your driveway/access shared with your neighbour(s)? | Yes 0 | No 0  
| (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) |  

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

*(Please continue on a separate sheet if necessary)*
Carriageway (H-Bar) entrance markings are advisory markings to deter parking and obstruction across driveways and access points. Reference to the following general conditions shows 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 £270.00 as the standard charge for an H-Bar is currently £345.00.

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. **Timescales**: ‘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 markings should they fade, deteriorate, or be lost due to any works in the highway or traffic schemes.

---

**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) for £75, or*

*I have made payment *on-line / by phone.*

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

**Signature of applicant:** ______________________  **Date:** _____________________

---

Please return this form, supporting photographs, and your payment to:
The Highways Dept
Strategy and Management Support Team
Shropshire Council
Shirehall
Abbey Foregate
Shrewsbury
SY2 6ND