

APPLICATION REQUIREMENTS

Owing to file sizes, it may not be possible to upload all 'submissions packages' online
 Emails with attachments should also be sent to Privatedevelopments@birmingham.gov.uk
 (clearly specifying; scheme name & number of emails)

If a full package of information is not supplied/received, the submission is incomplete and will therefore be regarded as invalid.

A	Detailed Designs: Showing Existing & Proposed (together with Issue Sheet at initial Submission and all subsequent reviews) at 1:500 - 1:1250 scale (unless stated otherwise)	Included Y/N
1	Location plan with geographic coordinates of the central point of the works (1:2500/1:1250)	
2	Site Plan 'Red Line Boundary' of site including; site name, street name/road number classification and adjacent streets (1:2500/1:1250) with 'Blue line' indicating Developers ownership. (Show north point, show road names)	
3	Legal Plan showing Existing and Proposed Highway boundary information showing legend of proposed highway offered for adoption: Carriageway= Blue, Footway = Yellow, Landscape Verge = Green	
4	Land Dedication Plan for Legal Agreement	
5	Topographical survey data relating to the Site (PDF and CAD format)	
6	Ground investigation data relating to the Site	
7	Ecological data and further measures relating to the Site	
8	Archaeological data and further measures relating to the Site	
9	Site Clearance Plan	
10	General Arrangement - Highway geometry (horizontal and vertical alignments) relating to new carriageway, footway and cycleway layouts with visibility splays, deflection angles as appropriate. (Long sections to be provided along channels and crowns with cross section sufficient to describe the full 3D alignment of the road)	
11	Kerbing and Pavement Design (specifying all junction and centreline radii)	
12	Highway Construction Details Refer to BCC Standard Highway Construction Details	
13	Vehicle Tracking ingress & egress (modelled at 10mph) of 11.2m refuse vehicle (and HGV if applicable) together with turning areas and including any reversing manoeuvres (speeds & sizes must be shown on drawings). This applies also to any areas/ sections of roadway not offered for adoption/ to remain private. Health & Safety Executive (HSE) https://www.hse.gov.uk/waste/transport.htm guidance for safe operation of refuse and recycling collection vehicles in a pedestrian environment: <i>..."risks associated with reversing vehicles can be reduced by eliminating or reducing reversing manoeuvres wherever possible"...</i>	
14	Highway drainage (including drainage G.A., Long sections, Chamber schedule, Pipe schedule, Structures specifications, contours, gully capacity areas, oversite flow diagram, detail drawings, connections to public sewers, and other outfall arrangements, supporting calculations)	
15	Earthworks	
16	Traffic signs and road markings. Identification of any Permanent Traffic Regulation Orders, Parking, Speed Limit Orders, Highways to be Stopped Up or Diverted etc	
17	Traffic signals and controlled crossings (including stages and phases)	
18	Street lighting assessment and design (where required) including columns, lamps and electrical work etc.	
19	QF070 Lighting Design Application Form	
20	Statutory Undertakers locations and diversions/protection proposed, together with all respective cost quotes	
21	Structures (culverts, headwalls and retaining structures etc) and confirmation of whether Approval in Principle (AIP) will be required	
22	The identification of proposed service apparatus (s.50 NRSWA) including details of diversionary/protection works that may be required and copies of correspondence and quotes with the statutory undertaker companies	

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23	Landscape measures relating to the Site (including trees, planting, features, finishes specification, highways furniture, art works)	
24	Interface with tie-in works (e.g. s.38 estate roads) Note: additional Works adjacent and within the vicinity of development may be included by Council during Technical Approval as part of developers s278 commitments.	
25	Road Safety Audit Stages 1 & 2 (RSA-1 & 2) and Designer's Responses	
26	Road restraint systems (where applicable)	
27	RRRAP Assessment (where appropriate)	
28	Highway Maintenance Audit Responses (where available)	
29	Walking and Cycling Assessment (where appropriate)	
30	Equality Impact Assessment, including consultation responses from local residents and other stakeholders	
B	Associated information	
1	Fully completed online application form including : <ul style="list-style-type: none"> • Indicative value of proposed Highway Works (including impact on STAT's, Street Lighting and drainage etc...), this may alter as part of the Technical Review dependant on design alterations required. • Realistic dates for 'Start of Highway Works' and '1st Occupation', taking consideration of Outline Process 	
2	Copy of planning consent with approved layouts (with conditions and s106 Agreement) and title plan	
3	Traffic Management Protocol 1 (TMP1) approval confirming acceptance of highway design principles	
4	Other matters as applicable to the scheme/ requested by BCC	

s.278 & s.38 OUTLINE PROCESS

Approximately 6 months to complete agreement from receipt of initial fees & charges following valid application.
 Developers encouraged to contact the Council early in development/ concept stage and to familiarise themselves with requirements, process, timescales, fees and general aspects of design matters.
 Email enquiries: Privatedevelopments@birmingham.gov.uk

Whilst Council does not have a 'Highway Design Guide' currently, submissions to be in accordance with:
 a) Council's [Highways Standard](#)
 b) [Construction Method Drawings](#)
 c) Manual for Streets
 d) Design Manual for Roads and Bridges (DMRB)
 e) Other applicable matters.
 Developers to also see [other approvals you will need](#) (not covered by s.278/ s.38 process)

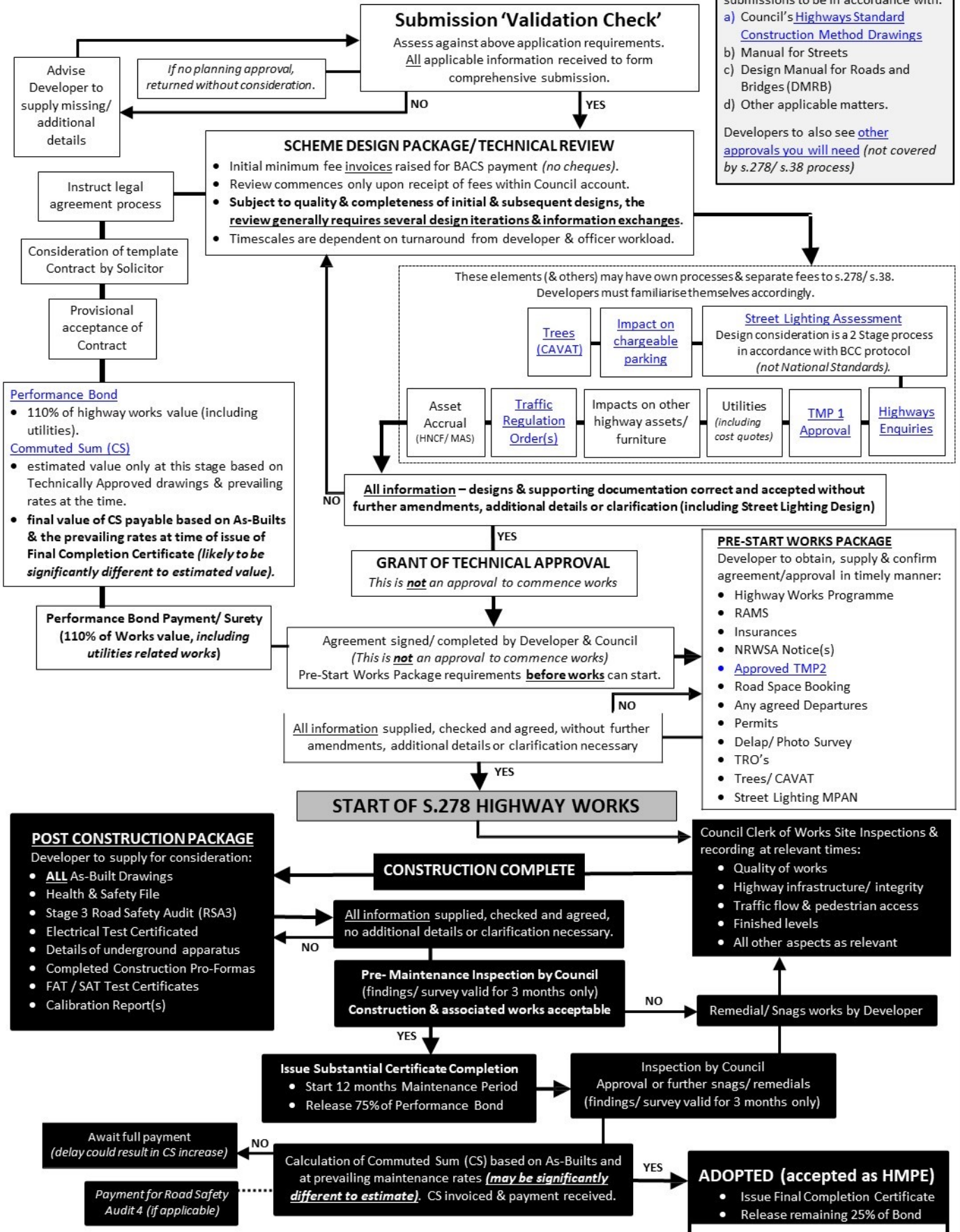


ILLUSTRATION ONLY - processes & timescales may change from time to time (not all elements/stages shown)