

BIRMINGHAM CITY COUNCIL

Dropped Crossings Policy (2026)

This policy supersedes all previous Dropped Crossings policies and applies to all new applications.

Please read this entire document carefully before applying for your Dropped Crossing.



Version Control

Version	Author	Date	Summary of changes
V1.0	Luke Keen	14/10/2025	
V2.0	Luke Keen	24/10/2025	Changes made to procurement elements. Signed off by Jess Brittle (Procurement)
V3.0	Luke Keen	12/02/2026	Minor changes

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1. Introduction

1.1. The [Highways Act 1980 – Section 184](#), makes it an offence to drive a vehicle across a footway, or verge, where there is no proper vehicle crossover (Dropped Crossing). It allows for the Highway Authority (or its Agent) to agree to a new vehicle crossover to be constructed.

1.2. A Dropped Crossing involves:

- Strengthening the pavement to support the weight of a car or light goods vehicle.
- Lowering the kerb to create a smooth ramp from the road to your driveway.

1.3. Only Birmingham City Council (BCC) can authorise and arrange the construction of a Dropped Crossing, and it must be carried out by BCC contractors. If a vehicle accesses a property without an authorised crossing, the council may take enforcement action. Similarly, any Dropped Crossings installed without permission are considered illegal and may be subject to removal, enforcement and reimbursement of the BCC costs.

2. Legal Considerations

2.1. The construction of a Dropped Crossing gives you the right to drive across the footway to access your property with a private car or light goods vehicle. It does not grant any additional rights or liability over the public highway.

2.2. Under [Highways Act 1980 – Section 184](#), any resident whose property adjoins a public highway may apply for a Dropped Crossing. BCC, as the Highway Authority, sets the minimum standards for approval.

2.3. The application must be made by the owner of the property. In circumstances where the owner gives permission to a third party to act on their behalf (e.g. A tenant of a rental property) then evidence in the form of written permission will be required.

2.4. If neighbouring properties share an access, it is the applicant's responsibility to ensure all property owners have given written permission for the Dropped Crossing to be installed prior to submission of the application.

3. Application Considerations

3.1. When assessing applications, the council must consider, but is not limited to, the following:

- Highway Safety
- Driveway Requirement and Vehicle Placement
- Dropped Crossing Requirements
- Obstacles to Construction

3.2. Further information on the application considerations above is detailed in [A1 - Appendix A – Application Consideration Further Detail](#)

4. Council Decision Process

4.1. After reviewing the application, the council may:

- Provisionally approve the application
- Provisionally approve the application, subject to required changes
- Reject the application, stating reasons for rejection

4.2. There is no right of appeal for rejected applications. The application fee is non-refundable.

5. Planning Permission

- 5.1. In some instances, planning permission may be required before the Dropped Crossing application can be assessed.
- 5.2. Planning permission is required if:
- The property is a flat, maisonette, or a house in multiple occupation with more than six rooms.
 - The property is not a private dwelling house, or the proposed vehicle access is outside the boundary (curtilage) of the dwelling.
 - The property is a listed building or located within a conservation area, you can find this online [here](#).
 - The property is served by a main road (Classified Road) at the time of your application. The definition of a Classified Road can be found under section 3 [here](#), a list of classified roads within Birmingham can be found [here](#).
 - The proposed crossing involves a grass verge that is not part of the public highway. You will need to seek written permission from the landowner.
 - The driveway is larger than 5m² and uses non-permeable materials (e.g., concrete or tarmac without drainage). This is to prevent rainwater from running off into the road and contributing to flooding. Installing a dropped kerb can alter surface water flow, potentially allowing water from the highway to run onto the driveway and towards nearby properties. Therefore, appropriate measures such as drainage or property flood resilience solutions, should be implemented to help protect property from flooding.
 - For Dropped Crossings located in front of commercial properties, serving one or more parking bays.
- 5.3. Planning application fees are additional and not part of the Dropped Crossing Policy. Therefore, these fees are subject to change and are not included in the Fees & Charges section (Section 6) of this Policy.
- 5.4. For more information about planning requirements and fees, please visit the Birmingham City Council Planning Portal: www.birmingham.gov.uk/planning

6. Fees and Charges

6.1. BCC provides this service on a cost-recovery basis. All charges detailed below reflect the actual cost of delivering the service and associated overheads.

6.2. Application Fee

6.2.1. The Application Fee applies in all instances and is non-refundable.

6.2.2. This covers:

- The initial desktop assessment conducted by a Council officer to ensure compliance with relevant Council policies.
- The follow-up site inspection by a Council officer to confirm the findings of the desktop assessment and determine whether the location meets safety and eligibility criteria.
- The measuring and provisional mark-up of potential works location by a Council Officer.

6.3. Utility Equipment (Statutory Undertakers) – Third Party Fee(s)

6.3.1. During the initial assessment stages of the application, the Council will check for the presence of utility equipment (e.g., telecoms, gas, electricity) to ensure the works won't damage existing infrastructure without additional chargeable work. Where additional chargeable work is required, this is detailed below:

- Minor adjustments to service boxes may be carried out by the council's contractor and included in your works quotation.
- Major equipment owned by utilities must be dealt with directly by the applicant. BCC is not authorised to move or modify these assets. Such companies will charge for their work, and it must be completed before the Dropped Crossing is installed. In some cases, the utility and the Dropped Crossing work may be able to be carried out at the same time. This is at the discretion of the utility company.
- Shallow Utility Apparatus. If shallow utility apparatus is discovered either during the assessment or delivery of works in the proposed works area, the applicant must contact the relevant utility owner to arrange for lowering or replacing of their apparatus. This will involve the applicant contacting the Utility company directly as these works must be completed before the Dropped Crossing installation. An example of shallow utility apparatus may be telecommunications equipment that is closer to the surface than is allowed for a Dropped Crossing to be installed.

6.4. Environment Related Fee(s)

6.4.1. **Trees** – If tree removal is required and approved by BCC, charges will include:

- Tree removal
- Replacement planting of new tree(s)
- Early tree maintenance e.g. Sapling watering and growth protection measures

6.4.2. **Grass Verges** – If grass verge removal is required and approved by BCC, charges will include:

- Grass verge removal

6.5. Street Furniture Fee(s)

6.5.1. If street furniture relocation is required and approved by BCC, further charges will apply. Street furniture includes, but is not limited to, assets such as:

- Streetlights
- Traffic Signals
- Pedestrian Crossings
- Road Signs
- Bollards
- Bins
- Guard rail
- Drainage

6.6. Traffic Calming Feature Fee(s)

6.6.1. If traffic calming features are required to be modified/removed and those changes are approved by BCC, further charges will apply. Traffic calming features include, but are not limited to, assets such as:

- Speed Humps
- Speed Cushions
- Speed Tables

6.7. On-Street Parking Restriction Fee(s)

6.7.1. If on-street parking restrictions are required to be modified/removed and those changes are approved by BCC, further charges will apply. On-street parking restrictions include, but are not limited to, the following:

- Single Yellow Lines
- Double Yellow Lines
- Red Route Lines
- Disabled Bays
- Parking Bays
- Any associated signage

6.7.2. The fee(s) will cover the following:

- Amendment to the Traffic Regulation Order (TRO)
- Updated signage and road marking

6.8. Delivery Administration Fee

6.8.1. If your application is successful and you wish to proceed with your Dropped Crossing installation you will be required to pay a delivery fee. Upon receipt of payment the Council will advise on the process to select a contractor to undertake the works.

6.8.2. This Delivery Fee covers:

- Administrative time and relevant overheads for the council.
- Final works inspection.
- Any post-completion site inspections carried out within the 24-month defect liability period.

6.9. Works Delivery Fee(s)

6.9.1. The works delivery fee will be payable upon completion of the works. This fee will be the exact cost of the works as per the applicable contractor's quotation.

7. Discounts

7.1. Blue Badge Holders Discount

7.1.1. Residents who hold a valid Blue Badge, at the time of application, may be eligible for a reduced construction cost for a Dropped Crossing at the address where the Blue Badge is registered.

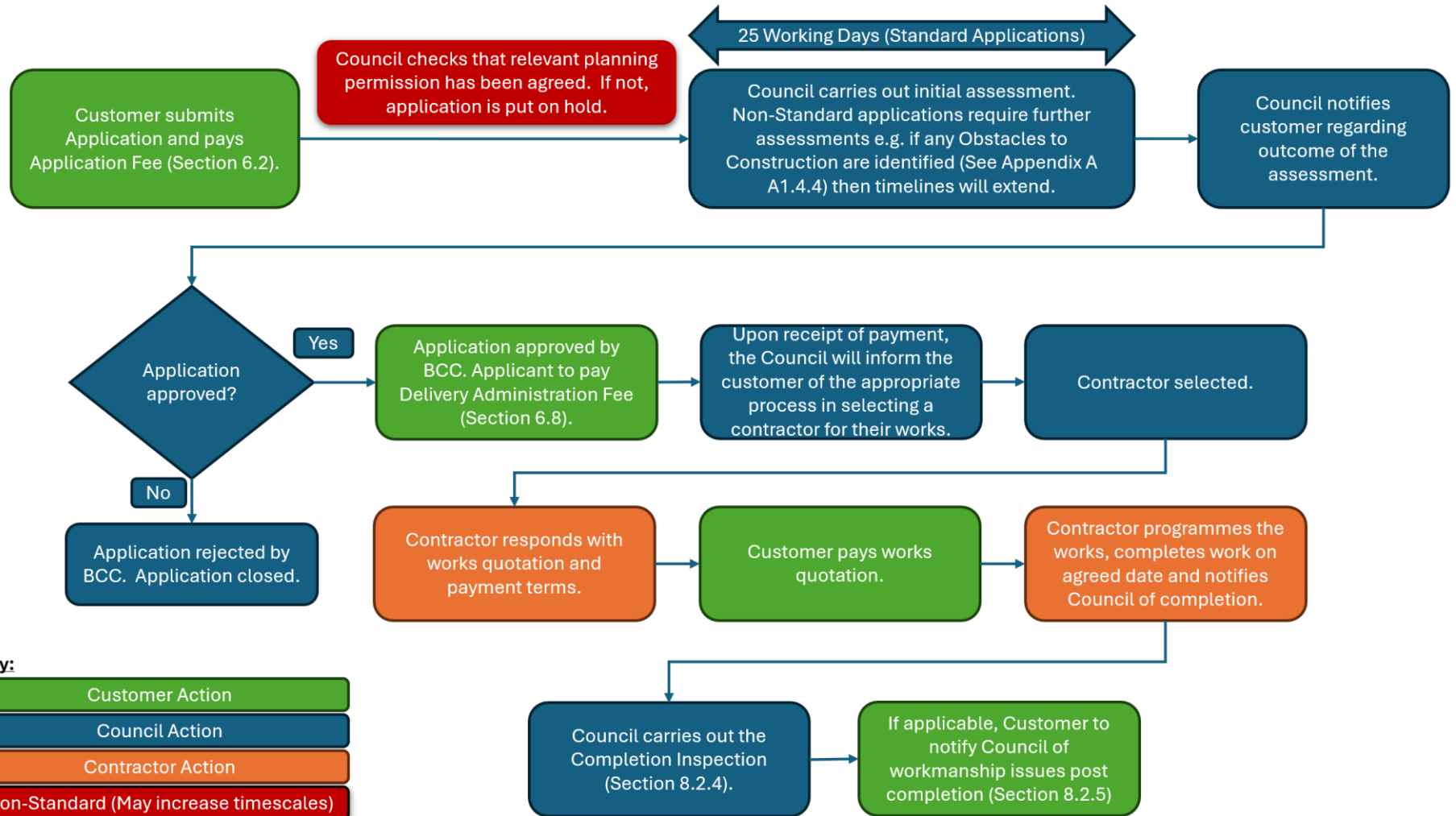
7.1.2. If you wish to apply for this discount, please indicate as such on your application. The council will contact you to request the following information:

- A copy of both sides of your Blue Badge
- Proof of address confirming that the Blue Badge holder resides at the property where the Dropped Crossing is being requested

8. Application Process

8.1. Process Map

Please note – All correspondence between the Council and the customer will be conducted via the online portal



9.

Key:

- Customer Action
- Council Action
- Contractor Action
- Non-Standard (May increase timescales)

9.1. Process Information

- 9.1.1. Please ensure you have already acquired planning permission (if required) as failure to do so will result in your application being put on hold. Please see [Section 5](#) above for more details.
- 9.1.2. The Council will respond in under 25 days to standard applications. Please note that non-standard applications (e.g. where obstacles to construction [[Appendix A - A1.4.4](#)] are identified) will exceed the 25-day response time as further assessments will be required, either by other BCC departments or third-party asset owners.
- 9.1.3. Permission to construct your Dropped Crossing, in accordance with the Council's process to appoint a contractor, will be valid for a period of 12 months from the date of approval.
- 9.1.4. Upon completion of works, the Council will carry out a Completion Inspection:
- If the Council are satisfied that the works have been delivered to the required standard, the application will be logged as completed.
 - If the required standard has not been met, the Council will contact the Contractor and instruct them to carry out any necessary remedial works.
- 9.1.5. All newly constructed Dropped Crossings are covered by a 24-month defect liability period. During this time, the contractor may be recalled to rectify any construction or maintenance issues:
- Most issues are identified during the final inspection and resolved.
 - If problems arise after completion, they should be reported promptly to Dropped.kerbs@birmingham.gov.uk. An inspector will assess the issue and instruct the contractor to rectify, if appropriate.
 - Any defects identified within the 24-month period will be repaired at the contractor's expense.

10. Cancellations

10.1. Cancellations

10.1.1. You can cancel your application at any time during the process. Please be aware that the following fees will still apply:

- The Application Fee ([6.2 above](#)) is non-refundable
- The Delivery Administration Fee ([6.8 above](#)) is non-refundable once paid
- If you decide to cancel your application once works have commenced, then you will be charged additional third-party cancellation fees to reinstate the highway back to its original state.

10.1.2. Third-party fees and charges are not payable to the Council. Therefore, any requests for refunds of these fees and charges will need to be made directly to the relevant contractor.

11. Enforcement

11.1. If an Unauthorised Dropped Crossing is identified, the Council will take appropriate enforcement action against the property owner and the delivery contractor.

11.2. An Unauthorised Dropped Crossing could include:

- A Dropped Crossing installed without the approval of Birmingham City Council
- A Dropped Crossing installed by a contractor without following the Council's process to appoint a contractor.
- Alterations to the Highway which were not approved as part of the application process E.g. A tree that is fully removed when only root pruning was agreed.
- Ramps placed against a kerb edge to enable crossing of the footway in areas which are not defined Dropped Crossings.

11.3. If areas of the highway are damaged by vehicles crossing the footway or verge to access private property, the Council will take appropriate enforcement action against the property owner.

11.4. To contact the Council regarding potential illegal activities, please email illegallyconstructedfootwaycrossings@birmingham.gov.uk or for general enforcement issues please email highwaysenforcement@birmingham.gov.uk

Appendix A – Application Consideration Further Detail

A1.1. Highway Safety

A1.1.1. **Highway Safety** – Applications may be refused or modified if the proposed Dropped Crossing poses a risk to highway safety.

A1.1.2. **Sightlines** – There must be adequate sightlines to allow vehicles to enter and exit the property safely.

A1.1.3. **Reversing onto or off highway** – The recommended and safest method of exiting a driveway is in a forward direction. However, due to space limitations, many residential properties may not allow for turning within the boundary. In such cases, reversing onto or off the highway may be acceptable, depending on:

- Visibility along the road and footway
- Traffic volume
- Road width
- Presence of street furniture or traffic islands

A1.1.4. **Unsafe Dropped Crossing Location** - Applications may be refused if the proposed crossing is in a high-risk location, such as:

- Roads with high traffic speeds
- Near traffic signal junctions with regular queuing
- At or near roundabouts
- Within zig-zag markings of pedestrian crossings
- Adjacent to pedestrian refuge or traffic islands that restrict turning
- At bus stops, where crossings may interfere with passenger access and visibility
- If your proposed Dropped Crossing is near to an existing junction
- Where visibility is reduced by external factors
- Excessive vehicle manoeuvres are required to use the crossing safely

Note - This list ([A1.1](#)) is indicative, not exhaustive. Each application will be assessed on a case-by-case basis.

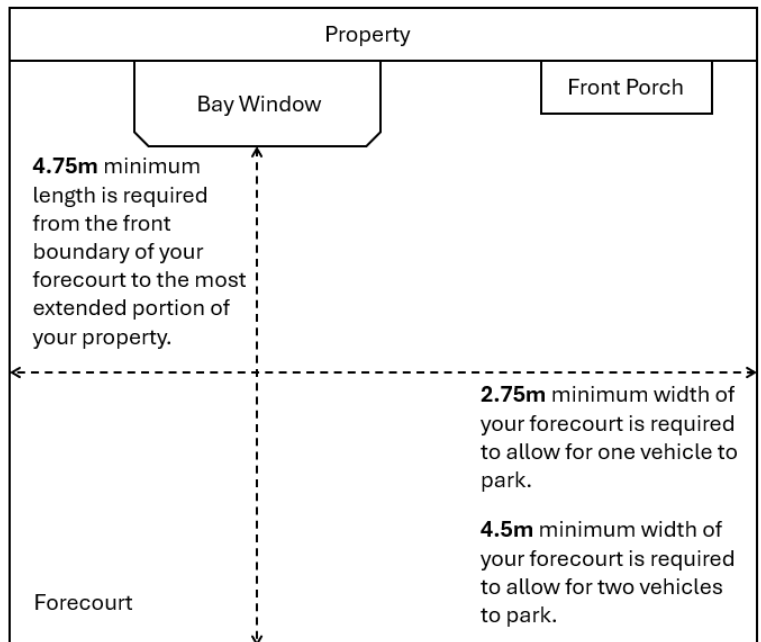
A1.2. Driveway Requirements and Vehicle Placement

A1.2.1. To be eligible for a Dropped Crossing, your property must have sufficient space at the front of your property boundary (the forecourt) to park a vehicle without overhanging the pavement.

A1.2.2. Minimum Requirements:

- Depth (from the back of the footway to the most extended portion of the property) = 4.75 metres
- Width:
 - One Vehicle Space = 2.75 metres
 - Two Vehicle Spaces = 4.5 metres

A1.2.3. These dimensions allow a vehicle to park at a right angle to the road and still leave enough space to open doors and access the property safely.

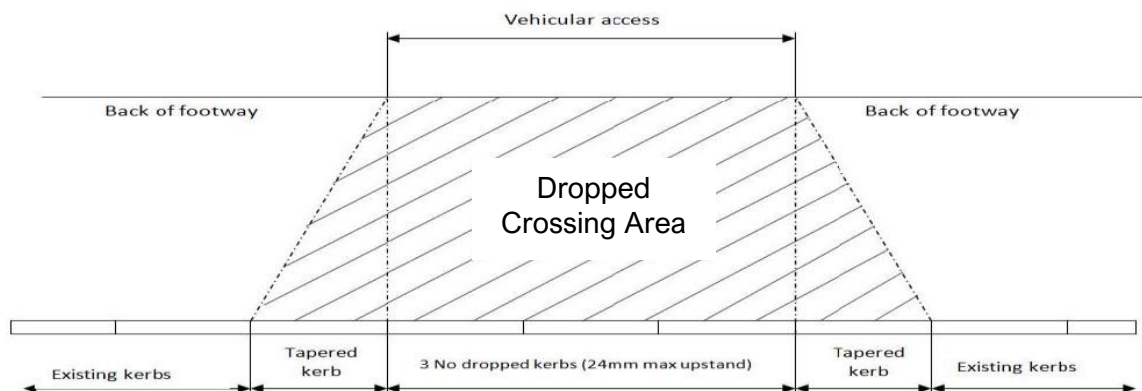


Note – Minimum Requirements are based on the UK average vehicle size. The Council is not able to vary these minimum requirements as circumstances may change at the property in the future such as a change of vehicle, or change of residents in property.

A1.2.4. The width of your Dropped Crossing must match the width of your intended driveway opening. If the opening of your driveway is wider than the requested crossing width and you override the footway, then you will be subject to enforcement action for damage to the Highway.

A1.2.5. No part of a vehicle may project onto or over the public highway, including the footpath. If you fail to meet this condition you may be subject to enforcement action for obstruction of the Highway.

A1.2.6. The Dropped Crossing area must not be used for parking. If you fail to meet this condition you may be subject to enforcement action for obstruction of the Highway.

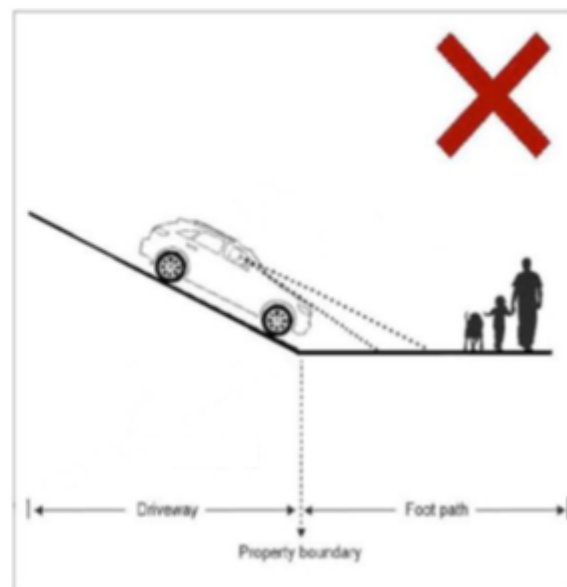
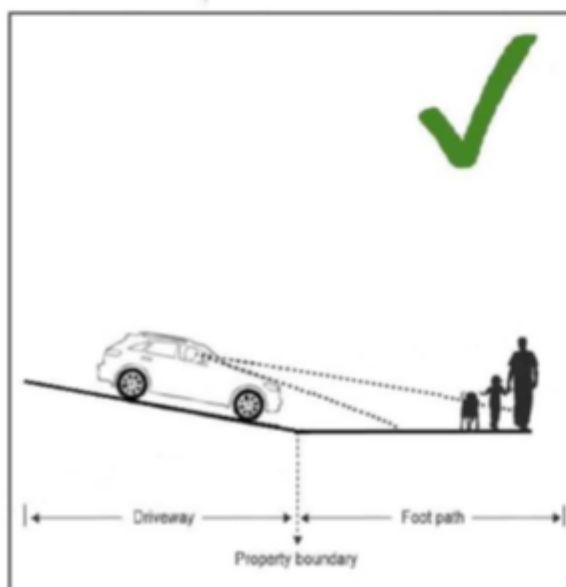
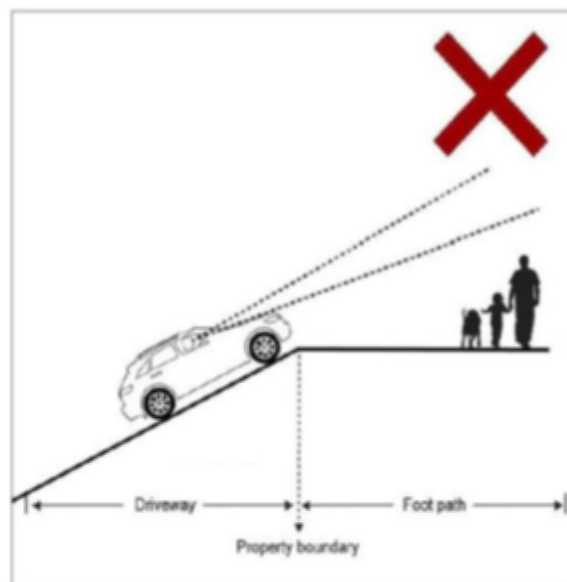
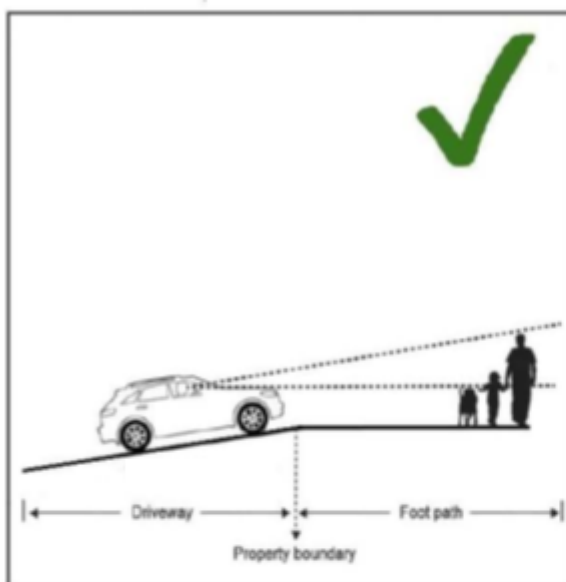


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A1.2.7. If your driveway surface consists of loose materials (e.g. gravel), appropriate steps must be taken to prevent these materials from spilling onto the public highway. A 0.5m strip of solid surfacing (e.g. tarmac or concrete, the latter will require planning permission if it exceeds 5m² in area) must be installed at the boundary between your driveway and the footway. This helps contain loose materials and prevents them from being carried onto the pavement or road by vehicle tyres. If loose materials are found on the highway, you may be subject to enforcement action regarding the safety of the Highway.

A1.2.8. To ensure safe access and visibility, the gradient of your driveway must not be excessive. Gradients of your driveway can:

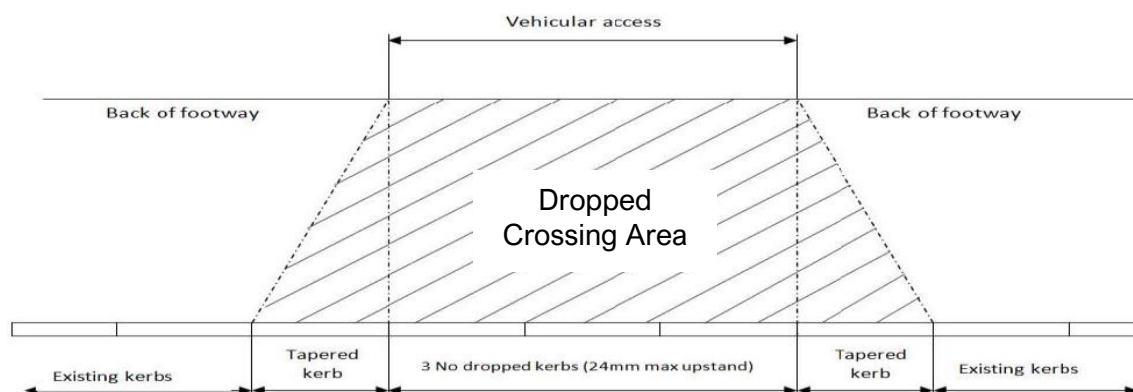
- Make it difficult for drivers to enter or exit the driveway safely.
- Reduce visibility of pedestrians and other vehicles.
- Cause vehicles to make contact with the ground, potentially damaging both the vehicle and the footway and carriageway.



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A1.3. Dropped Crossing Requirements

A1.3.1. **Standard Width** – The standard width of a Dropped Crossing is 2.75 metres, consisting of three dropped kerbs and two tapered kerbs. This standard width is suitable for most residential properties.



A1.3.2. **Non-Standard Width** – In exceptional cases, based on site-specific conditions, a wider Dropped Crossing may be permitted upon request.

A1.3.3. **Sub-Standard Width** – Applications for Dropped Crossings with a width of less than 2.75 metres will not be approved, under any circumstances, due to Highway safety reasons.

A1.3.4. **Maximum Crossing Width** – Applications that, if approved, would create Dropped Crossings with a total combined width of 9 metres or more will be assessed on a case-by-case basis. Combined Dropped Crossing widths of 9 metres or more should be separated by a full-height kerbstone. This spacing is a usual requirement in order to:

- Provide a safe refuge for pedestrians on the footway
- Reduce the risk of surface water ponding and help with drainage
- Prevent damage to vehicle tyres from abrupt kerb transitions
- Maintain the visual integrity of the street scene



NOT PERMITTED



PERMITTED

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A1.3.5. **Secondary Dropped Crossings at the same property** – Ordinarily, only one Dropped Crossing is permitted per property. A second Dropped Crossing may be considered under the following conditions:

- The property has a minimum frontage of 12 metres and the second Dropped Crossing would allow for separate entry and exit points, eliminating the need to reverse onto or off the highway.

A1.3.6. Heavy Duty Dropped Crossings

- If you intend to use heavier vehicles (e.g., commercial vans or trucks), Please email Privatedevelopments@birmingham.gov.uk your application will be assessed individually by the council's engineering team. Heavier vehicles can damage the footway if stronger materials are not used as part of construction, if a heavy vehicle is used to cross over a standard Dropped Crossing, then you will be subject to enforcement action for damage to the Highway.

A1.3.7. Gates Across Vehicle Entrances

- Any gates installed at the entrance to a property must open inwards, away from the highway. It is an offence under Section 153(1) of the Highways Act 1980 for gates to open outwards onto the public highway. If gates open onto the highway, you will be subject to enforcement action.

A1.3.8. Construction Materials

- To maintain the appearance and maintainability of the street, Dropped Crossings that do not fall within the boundary of a conservation area, will be constructed using asphalt (e.g. tarmac).
- Dropped Crossings that fall within the boundary of a conservation area will be constructed with materials that match the current street scene.

A1.4. Obstacles to Construction

A1.4.1. If the proposed location of a Dropped Crossing is obstructed by street furniture or highway assets such as road signs, lighting columns, traffic calming measures, or trees, the Dropped Crossing may need to be repositioned. If relocation is not feasible, the Council will determine whether the obstruction can be removed or adjusted. However, options may be limited and could result in your application being rejected.

A1.4.2. Street furniture or utility equipment located more than 450mm from the edge of the proposed works site is unlikely to obstruct construction.

A1.4.3. The site inspection (6.2.2) as part of the Application Fee (6.2) will confirm whether any obstacles affect the feasibility of the installation.

A1.4.4. BCC will carry out technical assessments if any of the following obstacles are present at the proposed works site:

- Street Lighting Columns
- Traffic Calming Features
- Traffic Signals
- Pedestrian Crossings
- On-Street Parking Restrictions
- Grass Verges
- Trees

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- Drainage

A1.4.5. Please note that application timescales may significantly increase in instances where one or more of the above obstacles are present on site. E.g. If a tree is located near the proposed crossing, a separate assessment will be carried out by a BCC Tree Officer. This process could take up to 6 weeks or more, due to the legal requirement to consult under the Environment Act 2021 regarding the felling of street trees.

A1.4.6. Please note that the Council reserves the right to reject applications which could have a significant impact on the Environment E.g. if a grass verge needs to be removed to enable installation of the Dropped Crossing, this is likely to be rejected in line with the Council's Net Zero and environmental sustainability commitments.