

WEST SUSSEX COUNTY COUNCIL CONSULTATION

TO:	Mid Sussex District Council FAO: Peter Davies
FROM:	WSCC – Highways Authority
DATE:	22 October 2025
LOCATION:	31 Royal George Road Burgess Hill RH15 9SB
SUBJECT:	DM/25/2347 Proposed dropped kerb.
DATE OF SITE VISIT:	Area known to officer.
RECOMMENDATION:	Advice

VCO Licence

Any new vehicular access onto publicly maintained highway is subject to a licence obtainable from WSCC Highways Authority area office. No works can be commenced on the highway prior to the licence being obtained. The applicant is advised that in addition to obtaining planning permission that they must also obtain formal approval from the highway authority area office to carry out the site access works on the public highway. The granting of planning permission does not guarantee that a vehicle crossover licence shall be granted because the highway licence process considers wider factors than are considered by the Highway Authority at planning stage.

The applicant is encouraged to ensure that their access proposals align with the WSCC guidance, WSCC Vehicular Cross Over: Application Criteria guidance, which can be found at the following link:

https://www.westsussex.gov.uk/media/20290/vco_guidance_notes.pdf

Highway Planning Matters

In relation to highway safety related matters of the local highway network. It appears there is not enough space to enter, turn and exit in forward gear. Therefore, any vehicle parking in this area would either have to reverse in or out using Royal George Road to complete these manoeuvres. From review of other driveways along this section of road it appears this is a common occurrence, and in low-speed environments in residential areas it is not considered that these types of manoeuvres for a single dwelling would have any significant highway safety impact. However, the applicant must seek a VCO license and review the requirements of this licence in the above linked document. Approximate measurements of the parking area have been provided, but from our mapping system it looks like the area is not deep enough to meet the VCO licence criteria requirements to be granted a VCO license to carry out the dropped kerb works. The applicant will need to contact the area highway office to discuss the matter of a VCO license after reviewing the attached criteria guidance above.

Emma Avis – Planner (MCIHT)
West Sussex County Council – Planning Services