



Network Management  
West Offices, Station Rise,  
York YO1 6GA  
Tel: 01904 551475

Application number:  
(office use)

E-mail: [highway.regulation@york.gov.uk](mailto:highway.regulation@york.gov.uk)

## APPLICATION FOR BUILDING MATERIALS ON PUBLIC HIGHWAY

**Please Note:** You must have a licence to put building materials on any part of the highway in York. All applications must be made on this prescribed form at least one week beforehand.

1 **Name and Address of Applicant:**

**Postcode:**

2 **Telephone number:**

**Email address:**

3 **Address/Location where Building Materials are to be sited:**

(Sketch Plan showing nearby junctions, traffic signals, pedestrian crossings, yellow lines, residents only and disabled bays, parking meters, access ways, bends, road drainage etc)

4 **For this Location state (in metres):**

Delete to suit \*

width of footway	_____	m
width of verge (if any)	_____	m
width of carriageway	_____	m
is it a bus route	_____	Yes/No *
is it a footstreet	_____	Yes/No *

5 **State Proposed Area Dimensions (in metres):**

length	_____	m
width	_____	m
height	_____	m

please turn over

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6

**State the measures intended for traffic and pedestrian safety:**

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7

**State reasons why the materials can not be placed on private land:**

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**Required Commencement Date:**

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9

**Duration:**

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**PROVIDE A COPY OF PUBLIC LIABILITY INSURANCE OF A MINIMUM OF £5M TO COVER THE PERIOD OF LICENCE**

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**DECLARATION**

I confirm that to my best knowledge and belief, the information given above is correct and accurate, and as such will be used by the City of York Council in conditioning any licence they issue, and that it will be my/our responsibility to make any scheme amendments required by the Council's officers based on later inspections which shows the above information to be incorrect.

**Signature of Applicant:**

**Name (please print):**

**Date:**

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**All fees are collected via invoice. In this instance the fee is £68 (for a maximum period of 14 days), this charge is not subject to VAT.**

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