SAMPLE DELIVERABLE – fictional customer and property. All customer data is EXAMPLE DATA.

EXAMPLE DATA Ref DKG-EX-0001 · Prepared for: **Alex Sample** (fictional) · 14 Example Road, Birmingham B00 0XX (fictional) · Council: Birmingham City Council

Your dropped kerb application report

Summary

Dear Alex,

Thank you for sending your photos and measurements. We've checked them against Birmingham City Council's published dropped kerb rules, drawn your site plan and prepared your answers for the council's online form.

Overall: your property meets every Birmingham rule we could check: frontage depth, crossing size, maximum length and slope. **We've flagged 2 items for you to check before you apply:** a lamp post 1.60 m from the proposed crossing, and a street tree 2.1 m away. Birmingham doesn't publish minimum distances for these, so the council will decide at inspection. Both may affect the quote.

When you're happy with everything, you submit the application yourself on Birmingham's website and pay the council's fee. **Please don't book an installer or start work until the council approves. In Birmingham the council's own contractors build the crossing anyway.**

> Birmingham City Council alone decides your application, so approval isn't guaranteed. Dropped Kerb Guide is independent and not endorsed by Birmingham City Council. This report relies on the information you gave us; we haven't visited the site.

1. What you sent us EXAMPLE DATA

Measurement	Value	Measurement	Value
	5.20 m	Frontage width	8.00 m

Frontage depth (house to back of verge)			
Grass verge width	1.20 m	Footway width	1.80 m
Nearest junction (Example Lane)	34 m	Nearest lamp post	1.60 m from crossing edge
Nearest street tree (in verge)	2.1 m from crossing edge	Nearest gully / drain cover	0.65 m from crossing edge (in carriageway)
Nearest bus stop	none within 50 m	Neighbour's crossing (right)	6.5 m
Frontage rise over depth	25 cm over 5.20 m (≈1 in 21)	Access wanted	standard crossing

Photos received (7): house front ✔ · footway ✔ · verge and tree ✔ · kerb close-up ✔ · looking left ✔ · looking right ✔ · lamp post close-up ✔

Your answers: owner-occupier (freehold) · house, not a flat · not listed · not in a conservation area · unclassified road · driveway not yet built: planned permeable block paving falling to the lawn · no installer chosen yet · no Blue Badge.

2. Rules check against Birmingham's published rules

Birmingham rule	Your property EXAMPLE DATA	Result	Source
Frontage at least 4.75 m deep	5.20 m	**MEETS**	S1, S6
Standard crossing: 2.75 m at the boundary, 4.5 m at the kerb	Planned to standard; frontage 8.00 m is wide enough	**MEETS**	S1, S6
Maximum length of dropped kerbs: 8.5 m	4.50 m	**MEETS**	S1, S6
Driveway slope less than 1 in 10	≈1 in 21	**MEETS**	S1, S6
Driveway must be in place before the dropped kerb is built	Not built yet	**ACTION**	S1, S6
Crossing built only by the council's authorised contractors	No installer chosen: correct for Birmingham	**OK**	S1, S6

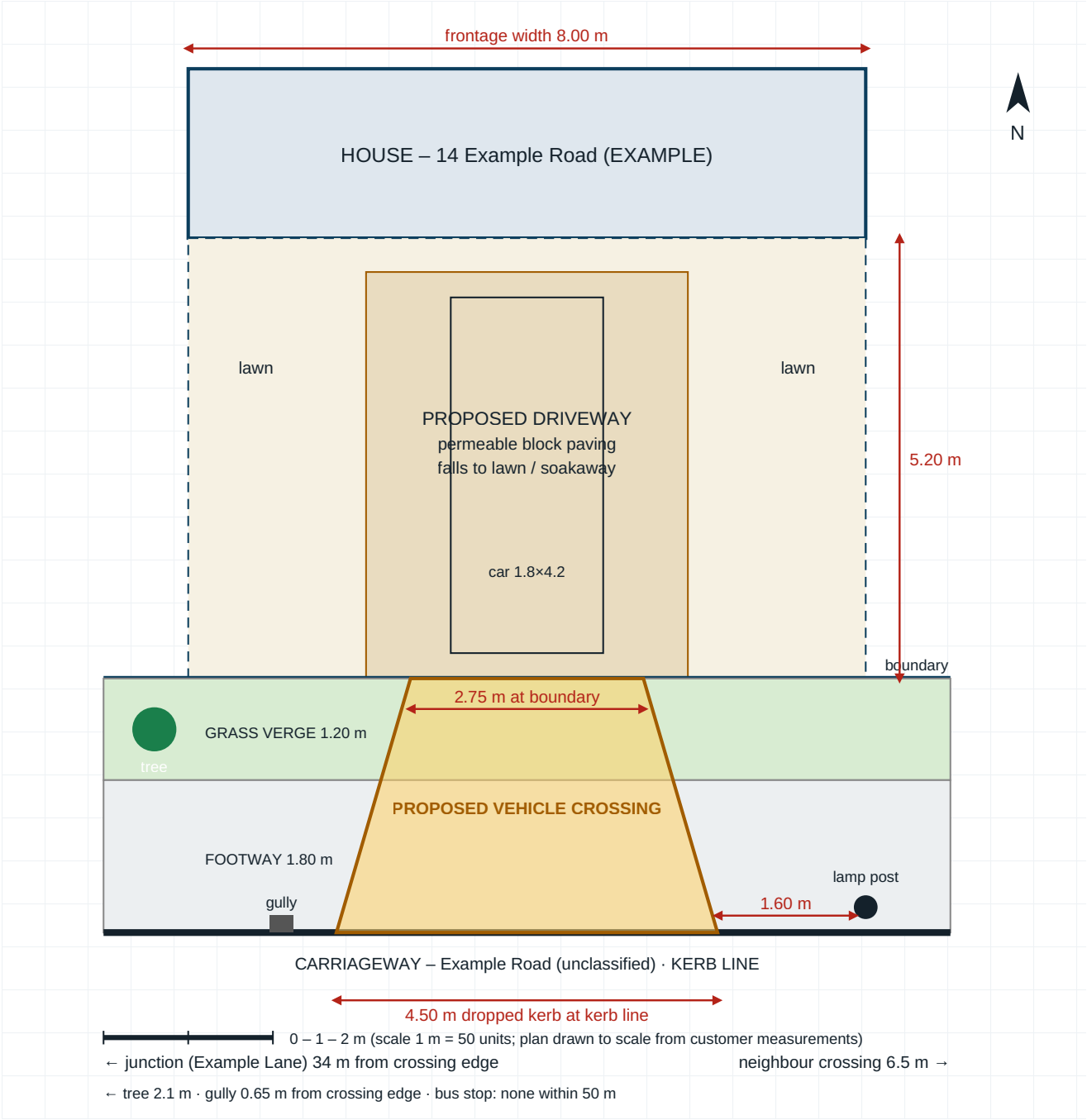
Planning permission (separate; England: usually needed for classified roads, flats, listed buildings, removed PD rights; often conservation areas)	Unclassified, house, not listed, not conservation	**LIKELY NOT NEEDED**	S6 (DKG general guidance)*
Distance from lamp posts	1.60 m	**FLAG – no published rule (UNVERIFIED)**	S2/S3 (street lighting can affect the quote)
Distance from street trees	2.1 m	**FLAG – no published rule (UNVERIFIED)**	S2/S3 (trees can affect the quote and timing)
Distance from junctions, drains, bus stops, neighbour crossings	34 m / 0.65 m / none / 6.5 m	**NO PUBLISHED RULE (UNVERIFIED)**	—

* Permitted-development rules can also be removed for individual properties. If you're unsure, ask Birmingham's planning service.

3. Issues flagged and our advice

1. **Lamp post 1.60 m from the crossing edge.** Birmingham says street lighting is one of the factors priced individually after inspection [S2], and that quotes can take longer when street furniture is involved [S3]. It doesn't publish a minimum distance. *Advice:* mention the lamp post in the form's notes and include your close-up photo. If the council needs it moved, expect a higher quote and a longer wait. You could narrow or shift the crossing towards the left, but only within the standard dimensions.
2. **Street tree in the verge, 2.1 m away.** Trees are also priced after inspection [S2] and can delay the quote [S3]. *Advice:* include the verge photo. Don't cut or damage roots yourself.
3. **Driveway not yet built.** Birmingham requires the driveway to be in place before the crossing is constructed [S1]. *Advice:* plan your driveway build so it's finished well before the council's installation slot (at least 16 weeks after you pay [S3]). Permeable paving falling to the lawn is a sensible choice; we haven't verified whether Birmingham has its own surfacing rule.

4. Your site plan EXAMPLE DATA



Drawn to scale from the measurements you gave us. Check every figure before you upload it.

5. Form-ready answers EXAMPLE DATA

UNVERIFIED field labels: DKG hasn't yet recorded the exact screens of Birmingham's online form [S5]. The answers below cover the information Birmingham's guidance asks about. In the live service we match them to the form field by field.

Information	Your answer
Applicant name and contact	Alex Sample · alex@example.com · 07700 900000 (fictional)
Property address	14 Example Road, Birmingham B00 0XX
Applicant status	Owner-occupier (freehold)
Type of request	New dropped kerb (vehicle crossing), standard size
Joint application with neighbour	No
Blue Badge holder	No
Frontage depth / width	5.20 m / 8.00 m
Crossing requested	2.75 m at boundary, 4.50 m at kerb
Verge / footway	Grass verge 1.20 m; footway 1.80 m
Driveway	To be built before construction: permeable block paving, falls to lawn; gradient about 1 in 21
Planning	Unclassified road; house; not listed; not in a conservation area
Notes for inspector	"Lamp post about 1.6 m from the right-hand edge of the proposed crossing and street tree in the verge about 2.1 m to the left. Photos attached. Happy for the crossing position to be adjusted within the standard dimensions if needed."
Attachments	Site plan (section 4); photos 1–7

6. Fees and timeline (from Birmingham's website)

Application (inspection) fee, non-refundable, paid when you apply	**£125** (cost page updated 1 April 2026) [S2]. *Note:* the older application page (updated 10 December 2025) shows £113 [S1]. Pay the amount shown at checkout.
Administration fee (included in the council's quote)	£375 [S2]
Published council fees total	£500, plus the construction price
Construction	Priced after inspection: size, materials, labour, traffic management, trees, street lighting [S2]
Quote	Within 28 working days of inspection (longer with trees, utilities or street furniture); valid 2 months [S3]
Installation	Standard: at least 16 weeks after full payment; non-standard over 20 weeks [S3]
Application validity	Open 1 year after inspection [S1/S6]
Our fee	£129, already paid. Doesn't include any council fees.

7. Next steps checklist

☐ Check every measurement and the plan. Tell us about any correction.
☐ Plan your driveway build (it must be in place before construction).
☐ Open Birmingham's online form [S5] and enter the answers in section 5.
☐ Upload the site plan and photos.
☐ Sign/declare and submit as the applicant, then pay the application fee to the council.
☐ Wait for inspection and the quote (within 28 working days of inspection).
☐ If you accept, pay the council in full within 2 months.
☐ Don't book anyone to work on the pavement or verge: Birmingham's contractors build the crossing.

Important

Birmingham City Council decides all applications; approval, quote amounts and timescales aren't guaranteed. Dropped Kerb Guide is independent and not endorsed by any council. This report is based on the information and photos you provided and on Birmingham's published information as checked on 3 October 2026; council rules and fees can change. Items marked UNVERIFIED aren't covered by published council rules. Confirm them with the council.

Sources

[S1] Birmingham: Apply for a dropped kerb: https://www.birmingham.gov.uk/info/20109/parking/660/apply_for_a_dropped_kerb
[S2] Birmingham: How much will it cost?: https://www.birmingham.gov.uk/info/20109/parking/660/apply_for_a_dropped_kerb/4
[S3] Birmingham: How long will it take?: https://www.birmingham.gov.uk/info/20109/parking/660/apply_for_a_dropped_kerb/5
[S4] Birmingham: Apply for a new dropped kerb or extension: https://www.birmingham.gov.uk/info/20109/parking/660/apply_for_a_dropped_kerb/6
[S5] Birmingham online application form: https://www.birmingham.gov.uk/xfp/form/894
[S6] Dropped Kerb Guide: Birmingham: https://droppedkerbguide.co.uk/councils/birmingham.html