



Gutter Crossing & Driveway POLICY

Policy Version 2.0

Category: Management

Adopted: August 2017



Gutter Crossing & Driveway Policy

Objective

The purpose of this policy is:

- To apportion the cost of the construction of accesses to private property (driveways) in an equitable manner;
- Ensure that the owner of the land has a properly constructed and maintained vehicle crossing at each point of vehicular access from a carriageway on a road to the land;
- To set out Council guidelines in relation to approving the construction of vehicle crossings to properties within the Winton Shire Council; and
- Adopt standards of construction for all driveway and pipe installations.

Safety and Risk Management Criteria

Pedestrian Safety – to minimise the number of locations where a vehicle is required to cross a footpath into a street, and as such, enhance pedestrian safety.

Open spaces/vegetation – to minimise the number of vehicle crossings so as to reduce the paved area within nature strips and private garden areas so as to provide better opportunities for town beautification and streetscape planting.

Drainage – to minimize the amount of stormwater run-off from impervious areas from within private property and to ensure unimpeded flow for existing roadside drainage.

On street parking – to ensure that local residents, business and industry have the best possible access to limited available street vehicle parking.

Traffic Safety – to maximise traffic safety by ensuring that the new or modified crossing does not conflict with road traffic and visibility; is not a pedestrian hazard; and that the crossing is sufficient and suitable to safely manoeuvre vehicles in and out of the property.

Policy

Cost Recovery for Gutter Crossings, Piped Accesses and Driveways

The apportionment of the cost for the construction of gutter crossings, piped accesses and driveways to private property shall be:

- First gutter crossing or piped access – the total cost of the construction by Winton Shire Council.
- Second or subsequent gutter crossings or piped access – 100% of the cost of construction at the cost of the Owner of the property being accessed.
- Gutter crossing longer the maximum width – cost will be apportioned on a pro-rata basis
- Driveways – 100% of the cost of construction at the cost of the Owner of the property being accessed from the back of the gutter crossing/crossover to the property boundary.
- Where there are two or more land parcels amalgamated for the purposes of rating, the amalgamated block is entitled to one gutter crossing or piped access
- Whilst there may be conditions where a piped crossing is considered to be most suitable for vehicle access, the preference of Winton Shire Council is for properties to have crossovers due to the ease of maintenance and maintaining the flow of stormwater in the kerb and channel without impediment.
- This policy applies to both layback and barrier type kerb



Urban Vehicle Crossing

Residential Crossing

Crossing width:

- Minimum width 3.0 metres;
- Maximum width 4.0 metres;

Applications for crossings outside of these widths will be considered on individual merits. Maximum width of crossing for an approved double garage shall be 6.0 metres, although widths less than this are favoured.

Non-Residential Crossing

Crossing width:

- Minimum width 4.0 metres;
- Maximum width 6.0 metres.

Any application for crossings less than 4.0 metres in width or greater than 6.0 metres in width will be considered on individual merits.

Pipes and Driveways Procedure

Applies to all owners of land within Winton.

Permits

- Permits will be issued to cover works within road reserve
- A Permit Fee is applicable; and
- Applications for permits are required to be in writing on the prescribed form.

Maintenance

- The maintenance of a vehicle crossing including associated culverts shall be the responsibility of the property owner/applicant;
- Council may require a person to carry out works to comply with this policy. If that person fails to carry out the works Council may do so (or employ a contractor) and charge the person for costs incurred.

Standard Provisions Applying to Vehicle

Crossings

- The applicant must obtain approval from the relevant authority for the relocation, alteration or removal of any street tree, street furniture, electricity pole, drainage pit or other Council and/or Public Authority asset, which is required as a result of a crossing approval. Any agreed relocation alteration or removal will be at the applicant's cost;
- The crossover is required to be constructed to Councils standard drawing for vehicle crossover (Residential and Commercial)
- If a crossing impacts on traffic safety and warrants traffic management treatment, than any such works will be at the applicant's expense, Council will give preference to moving the proposed access in such situations;
- Crossings should be designed and located so as to minimize the loss of on street parking and avoiding the creation of gaps between crossings of less than 6 metres;
- Culvert crossings in urban areas, which bridge the street gutter, are not generally supported. Where such a crossing is considered the only option, an application will be



considered on its individual merits and having regard to this policy. The property owner will be responsible for the cleaning of debris under the culvert. Council's "Alternative to Culvert Crossing" may be more appropriate and approved in certain cases;

- All crossings must meet Council's approved design and specification and constructed by a suitably qualified contractor. Any owner wishing to build the crossing using direct labour will need to sign an indemnity;
- Where an owner has used a contractor to construct the gutter crossing, the home owner must provide Council with evidence of construction costs to be reimbursed for the works. The amount of reimbursement will be up to the cost of Council's own Works Department constructing the gutter crossing.
- No crossing shall be located closer to a street corner than 9.0 metres from the intersection as measured from the defined property boundary;
- No person may without a permit construct, install, remove or alter a vehicle crossing, whether temporarily or permanently; and
- Where a concrete footpath is located within 1.5m of the kerb and channelling measured from the back of kerb, the gutter crossing shall be extended to abut the footpath when it is reasonable to do so.

Urban

Vehicle Crossing Standard

Vehicle crossing shall be constructed to Council's approved design and specification. Where no kerb and gutter and/or footpath exist. Council will provide levels for construction work within five (5) working days of receipt of the notice.

One (1) dwelling

Where only one dwelling exists or is proposed then no more than one crossing will be approved except where the property is at a street corner.

More than one (1) dwelling:

Applications will be assessed at the time an application for planning permit is made.

Temporary Vehicle Crossings

- Temporary crossings associated with building or construction work must be provided to protect existing road, kerb, gutter, drains, footpath and other assets within the road reserve. A permit must be obtained;
- Temporary crossings shall be maintained in good order until the building or construction work has been completed, by the person responsible for the works;
- Where in the opinion of the Council an existing driveway crossing, footpath, kerb or other part of the road may be damaged, the person responsible for the work must, when requested, pay a bond to the Council.

Redundant Vehicle Crossings

- Where works on a property involve the relocation or closure of a point of vehicular access, any redundant part of a vehicle crossing must be removed and the kerb, drain, footpath, nature strip or other part of the road be reinstated to the satisfaction of the Council, and is at the owner's responsibility and cost. Such works to be completed within one (1) month of completion of the new crossing;
- The Council may require the owner or occupier of a property to remove any part of or all of a vehicle crossing for which there is no effective point of vehicle access and to reinstate the road.



Review of Policy

This policy remains in force until amended or repealed by resolution of Council. Council will determine review dates as required.

RECORD OF AMENDMENTS and ADOPTIONS			
DATE	REVISION NO	REASON FOR AMENDMENT	ADOPTED BY COUNCIL
18 th February 2010	1	Adoption by Council	February 2010
17 th August 2017	2	Review by Council	August 2017