

Customer Checklist

1. Check the site and layout of proposed crossover for services, structures, trees, sight distances, parking restrictions and practicality. Council will not pay to change any of these parameters so think carefully.
2. Ensure the person doing the work has public liability insurance as a copy of this is required by Council before working in the road reserve.
3. Have you received a copy of the permit conditions from Council.
4. Read the conditions of the permit, and if hiring a contractor to do the work ensure that they are aware of the content of the document. If crossovers are not constructed to standard, there is a possibility of fines and/or reinstatement of the area.
5. Consider if variations are required based on conditions of permit and consult with council about them. If appropriate, book an inspection with Council to discuss crossover and any identified issues. DO NOT begin construction until these variations have approval, reconstructing a crossover is expensive and time consuming.
6. Have you lodged and paid for a permit at council. The fee charged is to cover inspections and administration costs, it also ensures that you are getting a product which is inline with Council standards.
7. Construct crossover to Boxed stage – Book an inspection for council to check boxing and set out (minimum of 24 Hours notice).
8. When approved by Council, pour crossover. After pouring Council officers will inspect the site again to ensure that the crossover is compliant.
9. Address any non compliance issues if identified.
10. Reinstate or establish nature strip area.