

**CUSTOMER INFORMATION
CONDITIONS AND STANDARDS FOR CONSTRUCTION OF
A PRIVATE VEHICLE CROSSING**

Urban Areas

For crossovers located on a freeway or arterial road refer all enquiries to VicRoads on 13 11 71 or visit www.vicroads.vic.gov.au

Why do I need a private vehicle crossing permit?

The area between your title boundary and the edge of the road is public land. To ensure consistency in the design and construction of driveway crossings it is necessary to obtain a crossing permit.

This permit is required in **addition** to any planning and/or building permits.

The permit contains information on how the driveway is to be constructed, what type of finish is allowed, the minimum and maximum widths of driveways and other important information on the construction and finish of driveways.

Important matters for you to note:

Works **need** to be undertaken in **accordance** with the **conditions of the permit**, details of which are attached. Key matters to note are:

- You must obtain a valid permit from the Wangaratta Government Office, prior to commencing any work on the road reserve. A valid permit will have a receipt issued by Customer Services.
- You must undertake works in accordance with the conditions of the permit.
- Public Liability Insurance (PLI) is required to conduct works in the road reserve. A current copy of the applicant/contractors PLI is to be provided to Council before work commences.
- A permit is only valid for 12 months from the date of the receipt. If the permit expires you will need to obtain a supplementary permit.
- You must arrange for Council staff to inspect the site by giving a minimum of 24 hours' notice before pouring the concrete. Council is unable to guarantee that a staff member will be available if less than 24 hours' notice is provided.

Please see the 'Conditions of Permit' for more detail on the points listed below. If you have any further questions regarding the permit conditions or the construction of a crossover please contact the Rural City of Wangaratta on (03) 5722 0888 or email council@wangaratta.vic.gov.au.

- Due to on street parking needs and other possible traffic management issues a **second** crossover is **NOT** permitted on properties with **LESS** than **20m** of frontage unless there are exceptional circumstances.
- Use of colour and/ or texture variation(s) will be subject to conditions as listed in the colour/ texture variations section of the conditions of the permit.
- The maximum width of a residential crossover is 6m.
- Construction of a layback is necessary in all kerb unless written approval is given by Council.
- Any damage to the bituminous road surface resulting from construction activities is to be reinstated with a suitable premix, by the applicant.
- Any redundant vehicle crossing is to be removed and the kerb, drain, footpaths, nature strip or other part of the road is to be reinstated to the satisfaction of Council.
- Owners remain responsible for the ongoing maintenance of the crossing (not including the footpath section) and can be held liable for any injury caused by failure to maintain the crossing in a safe condition free of trip hazards.

PLEASE NOT THAT IF YOU FAIL TO MEET THE REQUIREMENTS FOR CONSTRUCTING AND MAINTAINING A VEHICLE CROSSING, YOU MAY BE FINED UP TO \$500.

CONDITIONS OF THE PERMIT

PART A DEFINITIONS

A vehicle crossover, when completed, is the constructed portion of the nature strip which provides vehicular access from the edge of the road to the property boundary. The crossover comprises several components in an urban environment. These components are:

Layback is the section of kerb and channel which is modified to allow access of vehicles.

Footpath (if there is one constructed or is to be constructed on this side of the street) is the section of footpath which has been reinforced to take vehicular traffic.

The remaining **infill areas** are the sections of the crossover between the layback and the footpath, and between the footpath and the house.

Colour and texture variation includes pattern paving, patterns, colouring, special surface textures, exposed aggregate and other non-standard finishes.

PART B SITE CONSIDERATIONS

Before construction of a crossover, consideration should be given to site conditions and locations of infrastructure such as trees, stormwater pits, service pits, side entry pits, light/service poles, road signs, bus stops and pedestrian crossing locations.

Council will not relocate, nor pay for the relocation for these types of infrastructure and advises applicants to carefully consider site conditions and service locations.

Any modification or relocation will be at the owner's expense and must be carried out according to the relevant authority's specifications.

PART C GENERAL CONDITIONS

1. **BEFORE** construction of the crossing commences the owner or his representative **MUST** contact Council to have the **LOCATION** and **LEVEL** of the proposed crossing approved.
2. **24 HOURS** notice must be provided to Council **BEFORE** pouring or construction of any section of the crossover or layback, to enable inspection of the crossover.
3. The property owner agrees to ensure the vehicle crossing is constructed to the Rural City of Wangaratta specification and relevant standard drawing, and any instructions given by Council officers regarding line, level and location.
4. Where construction works are adjacent to or impact an existing formal/informal footpath, provision shall be made to provide a temporary 1.4m wide defined pedestrian pathway at all times.
5. All liability for claims and damages that arise from the construction of the vehicle crossing is the responsibility of the property owner. If alteration to levels of the footpath or service pits is required to suit proposed levels of the crossover, alteration of these will be at the owner's expense.
6. The nature strip is to be reinstated/established to a clean, tidy condition, top dressed and seeded, with a strike established. The finished level of the nature strip is to be flush with the footpath/crossing surface.
7. The works site must have appropriate temporary warning signs and safety barricade. The permit holder shall be solely responsible for safety of traffic, pedestrians and others. If barriers are necessary between the hours of sunset and sunrise, at least two amber flashing lights shall be provided, one either side of the crossing installation to accord with the requirements of the Road Management Act.
8. Should the new vehicle crossing render an existing vehicle crossing or layback redundant, the existing vehicle crossing will be removed and be replaced with concrete kerb and channel at the owner's expense. This is to be done within one month of the new crossing being completed. If there is an existing footpath, provided the join between the footpath and the crossing is saw cut, the existing footpath can remain.

PART D TECHNICAL REQUIREMENTS

GENERAL

- All vehicle crossings must be constructed at least 10 metres (measured from the kerb line, or edge of carriageway, of the intersecting roads) away from any intersection, unless written approval is given to vary this minimum distance.
- Reverse fall vehicle crossings will not be permitted unless written approval is given.
- The maximum width of a residential crossover is 6 metres unless written approval is granted by Council.

INSPECTIONS

Prior to placing of concrete, the following conditions must be complied with:

- **The Technical Services unit of the Rural City of Wangaratta must be contacted to arrange for an inspection (a minimum of 24 hours' notice is required for an inspection).**
- The Rural City of Wangaratta must certify that the preparation for placement of concrete is satisfactory. Pouring of concrete can only occur if the vehicular crossing permit has been signed by a Council officer.
- At the time of the inspection, a valid vehicular crossing permit must be supplied to a Council officer and is to be signed by both parties.
- The sub base and steel reinforcement must be prepared and in place as detailed in the construction specification.

KERB TYPES

- Construction of a layback is necessary in all kerbing including semi mountable kerb (SMK) or rollover types. However, if a kerb is deemed to be fully mountable (M1-M3 type kerb) by Council officers, permission may be given to allow butting up to the existing kerb on the condition that doweling into the existing kerb takes place. If approval is not granted and unauthorised 'butting up' occurs remedial work to correct the situation will be required at the applicant's expense.

REINSTATEMENT

- Construction adjacent to a bitumen road surface requires a saw cut edge to be prepared prior to excavation and removal of the kerb section of the driveway crossover. Any damage to the bituminous surface is to be reinstated to a standard acceptable by Council.
- If the damage to the road surface is not reinstated to a standard acceptable to Council within 30 days after the construction of the layback, then Council will repair the damage at the owner's cost.

SECOND CROSSOVERS

- Second crossovers are not permitted for properties with frontage of less than 20 metres unless there are exceptional circumstances.
- If a property is on a corner allotment or if a property has more than 20 metres frontage then a second crossover may be permitted providing that there are no traffic management issues. **APPROVAL** must be granted by Council.

Note: *A planning permit is required for properties on a freeway or arterial road.*

COLOUR/TEXTURE VARIATIONS

- The **KERB, CHANNEL** and **LAYBACK** are to be constructed of **PLAIN REINFORCED CONCRETE**.
- **WRITTEN APPROVAL** from Council is **REQUIRED** for use of alternate surface treatments. If written approval is not granted and an unauthorised variation is implemented, remedial work to correct the situation will be required at the applicant's expense.
- **REQUESTS** for colour/ texture variations **must be submitted** to the Council in **writing**. The written request should explain why the variation is requested, with a diagram of the crossover and layout of the block and written and photographic description of the proposed pattern and/or surface variation.
- Colouring, exposed aggregate or pattern paving will only be allowed for the sections between the layback and building line. The surfaces shall be non-slip and not present a tripping hazard.
- Approval is subject to the owner accepting that if future works in the road reserve require removal of part or all of the crossing, Council will only meet the cost of reinstatement in plain concrete.

SURFACING

- The concrete surface shall be finished off by facing with cement mortar consisting of:
 - One part cement; and
 - One part granitic dust
- The finish shall be non-skid and applied immediately after the body of the concrete is laid, but under no circumstances must the time between laying of the concrete and applying of the rendering exceed 45 minutes. Excessive troweling of the surface is to be avoided. The thickness of the surfacing shall not exceed 6mm. All edges of concrete are to be chamfered by means of proper tools.

CURING

- All finished concrete shall be effectively cured for a period of at least four days by covering with hessian, sand or polythene and continually wetting.
- Vehicles should be restricted from using the crossing for a period of at least seven days after pouring of concrete.

CONSTRUCTION AND EXPANSION JOINTS

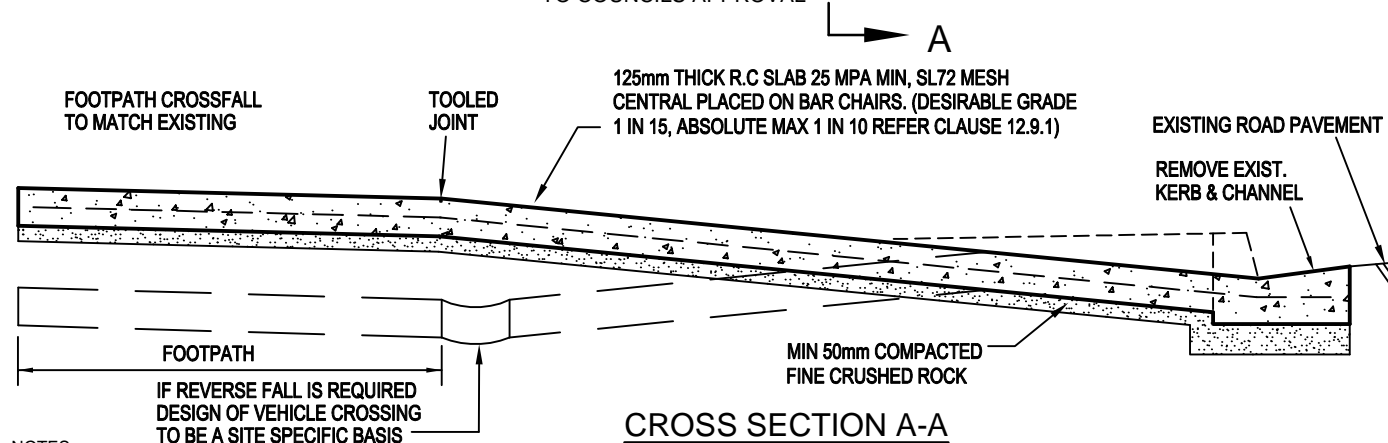
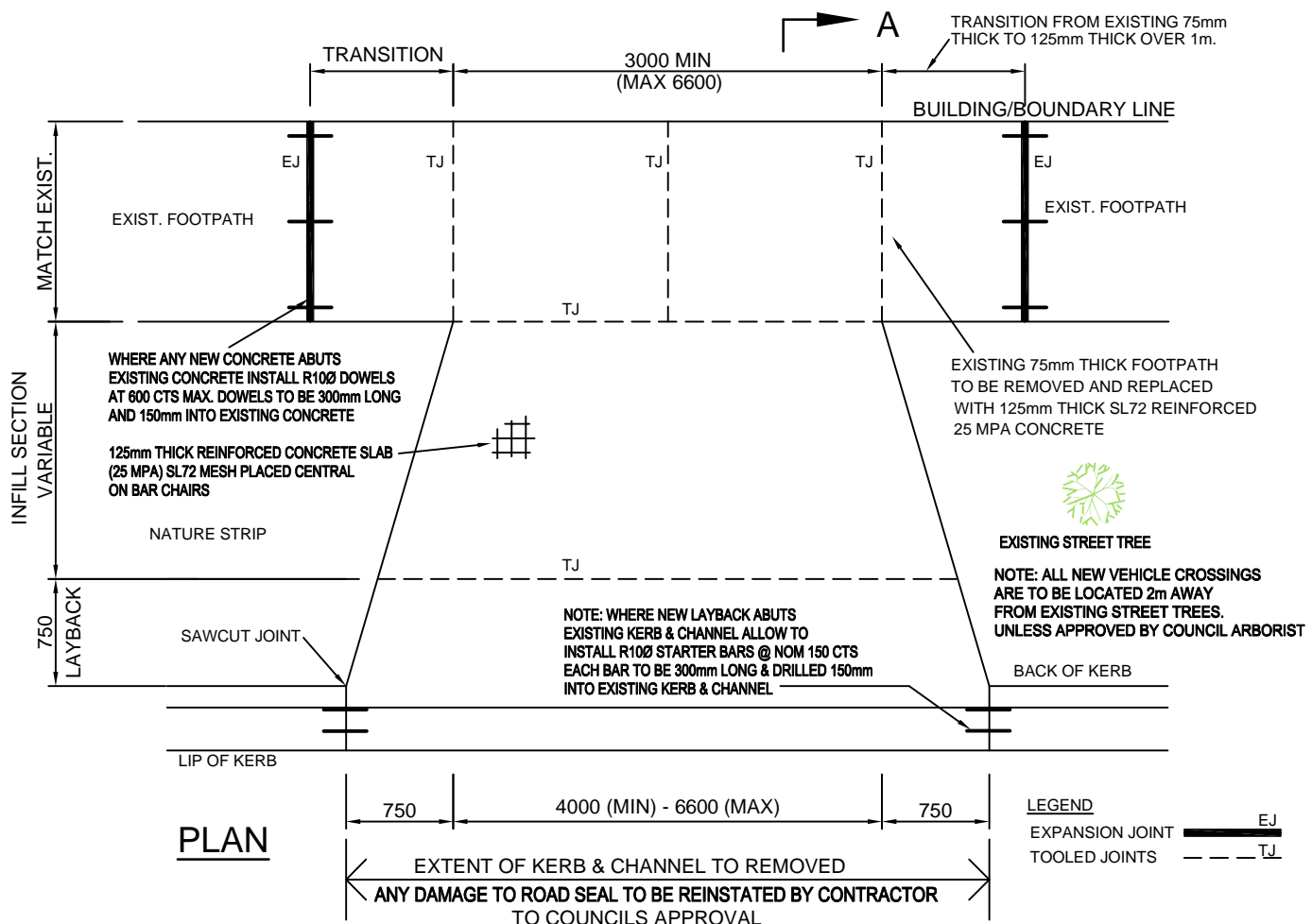
- SL72 wire mesh reinforcement, complying with Australian Standard specification AS1304 shall be placed in the position shown on the standard drawing. The reinforcement shall be firmly and securely held in position during placing of concrete and if necessary lap splicing of reinforcing should be at least 225mm. The reinforcing must be supported on approved bar chairs.
- Construction and expansion joints shall be placed in the positions as shown on the standard drawings numbers SD235, SD241, SD242, SD243 and SD250 that form part of these conditions.

TEMPORARY CROSSINGS

- Where a temporary crossing is required – eg. a single access point while building a house – it must be constructed out of suitable material and to Council's satisfaction. A permit is required for the construction of a temporary crossing.

PART F STANDARD DRAWINGS

- Standard drawings attached.



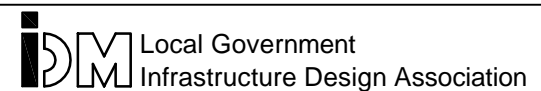
- NOTES:**
- CROSSING REFERENCES:
INDUSTRIAL CROSSING - SD250
RURAL CROSSING - SD255/SD260
IDM - SECTION 12.9.1
 - THIS DRAWING DETAILS DIMENSIONS FOR STANDARD RESIDENTIAL CROSSING ONLY.
 - CROSSING WIDTHS EXCEEDING THE MAXIMUM ALLOWABLE WILL REQUIRE APPLICATION FOR SPECIAL CONSIDERATION.
 - JOINTS AND DOWEL BARS ARE REQUIRED ON EITHER SIDE OF THE CROSSING AT THE INTERFACE WITH FOOTPATH. PROVISION SHALL BE MADE IN EXISTING CONCRETE SECTIONS BY DRILLING HOLES TO A MINIMUM DEPTH OF 150mm AND INSERT R10x300mm LONG DOWEL BARS.
 - AN APPROVED JOINT FILLER SHALL BE PLACED ON EITHER SIDE OF THE CROSSING AGAINST A FOOTPATH SLAB. DOWEL BARS ARE TO HAVE AN APPROVED BOND BREAKER APPLIED TO THE END OF THE BAR INSERTED INTO THE EXISTING CONCRETE FOOTPATH SECTION REFER SD220.
 - ADDITIONAL TOOLED JOINT REQUIRED IF DISTANCE FROM BACK OF KERB TO FOOTPATH IS GREATER THAN 3000 AND SHALL BE PLACED AT THE MID POINT OF THE DISTANCE.
 - THE MAXIMUM NUMBER OF CROSSINGS, SHALL BE ONE (1) PER ALLOTMENT UNLESS PROPERTY WIDTH EXCEEDS 20m OR IS ON A CORNER ALLOTMENT REQUESTS FOR ADDITIONAL CROSSINGS FOR ALLOTMENTS WITH A FRONTAGE LESS THAN 20 METRES WILL REQUIRE APPLICATION FOR SPECIAL CONSIDERATION.
 - FOOTPATHS OF 100mm THICKNESS ARE ACCEPTABLE ONLY WHERE THE LOTS ARE DEVELOPED ALREADY AND THE RISK OF SITE CONSTRUCTION DAMAGE IS NEGLIGIBLE. WHERE IN GREENFIELD SITE AND FUTURE HOUSING IS STILL TO BE DONE, THEN THE DEPTH OF THE FOOTPATH SHALL BE 125mm THROUGHOUT.

RETROFIT RESIDENTIAL VEHICLE CROSSING DETAIL

LAST UPDATED 03/07/17

SD 235

Infrastructure Design Manual Standard Drawings

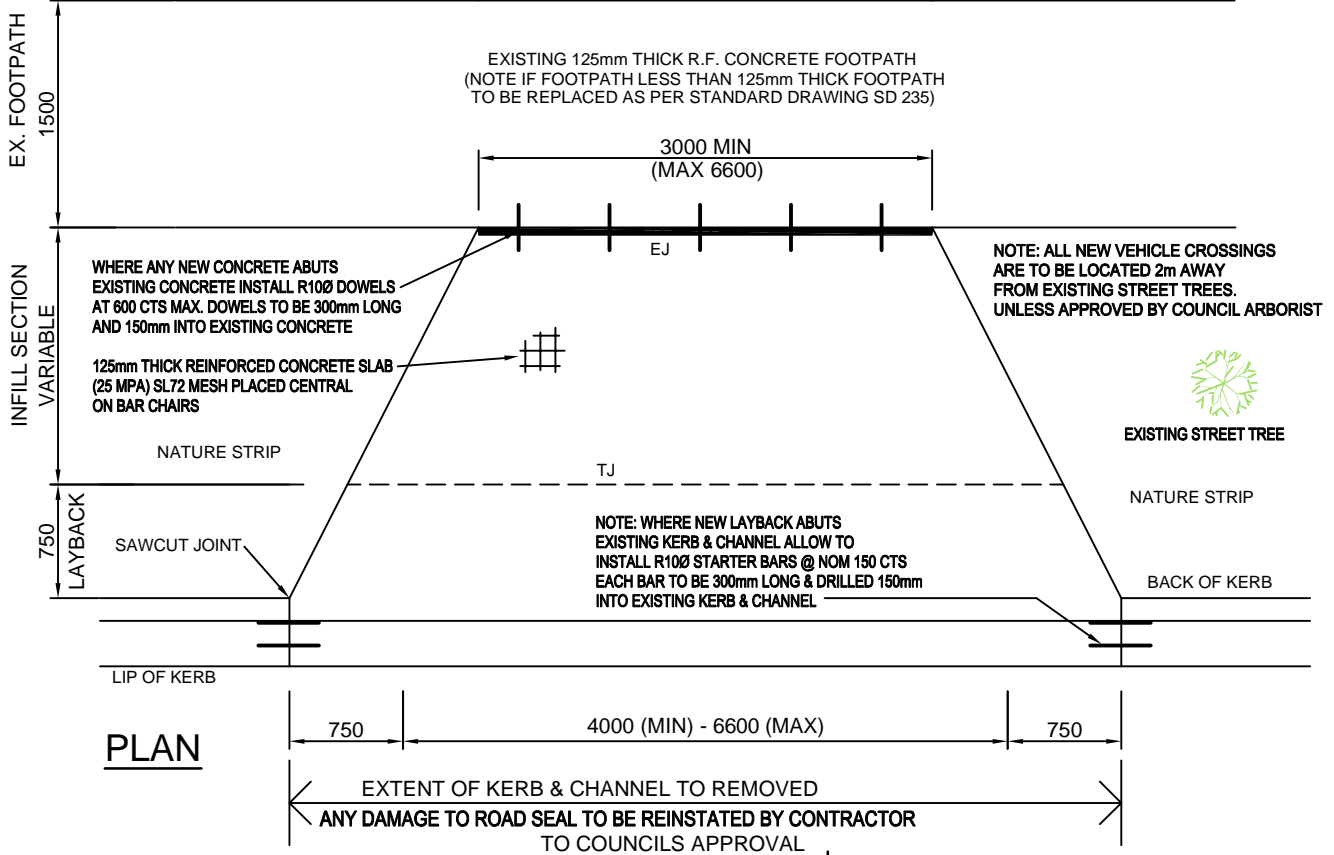


A copy of the Infrastructure Design Manual can be viewed on the Design Manual website www.designmanual.com.au

NOT TO SCALE

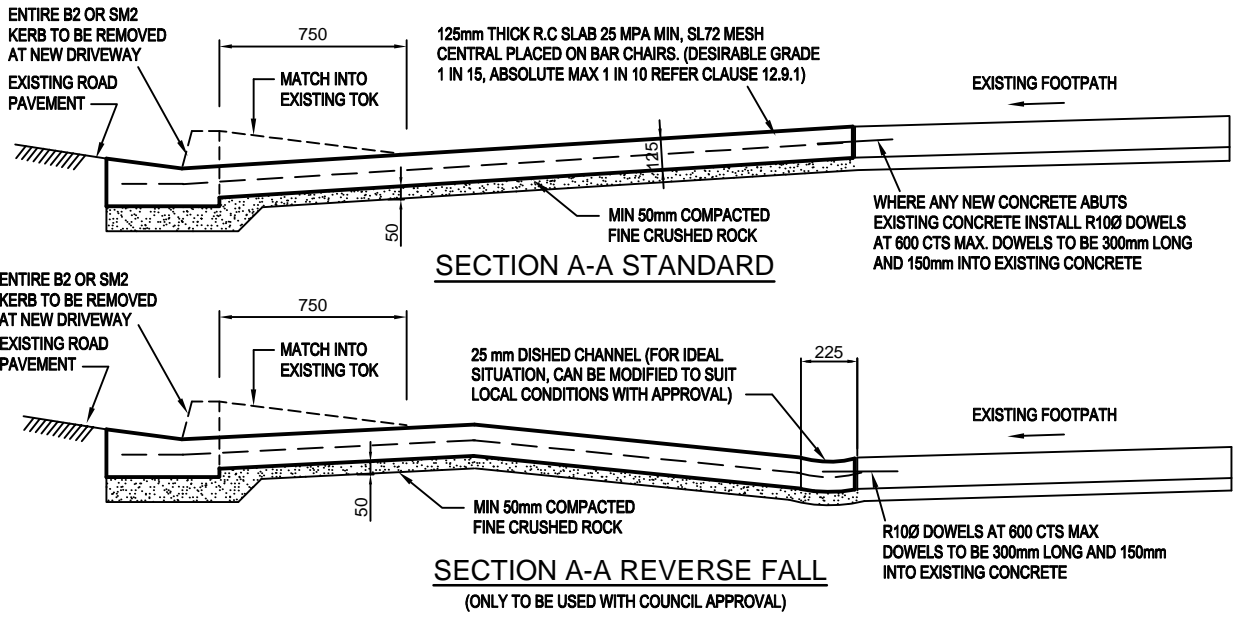
A ←

BUILDING/BOUNDARY LINE



PLAN

A ←



NOTES:

FOR GRADES STEEPER THAN 1 IN 15 REFER TO CLAUSE 12.9.1 LAYBACK & CROSSOVER, TO BE CONSTRUCTED IN PLAIN CONCRETE ONLY (NO COLOURED CONCRETE BEYOND PROPERTY BOUNDARY)
T.O.K DENOTES TOP OF KERB

LEGEND

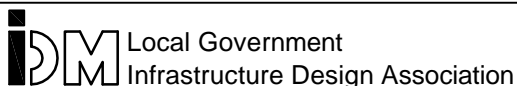
EXPANSION JOINT ——— EJ
TOOLED JOINTS - - - - TJ

NEW RESIDENTIAL VEHICLE CROSSING DETAIL WITH EXISTING FOOTPATH

LAST UPDATED 03/07/17

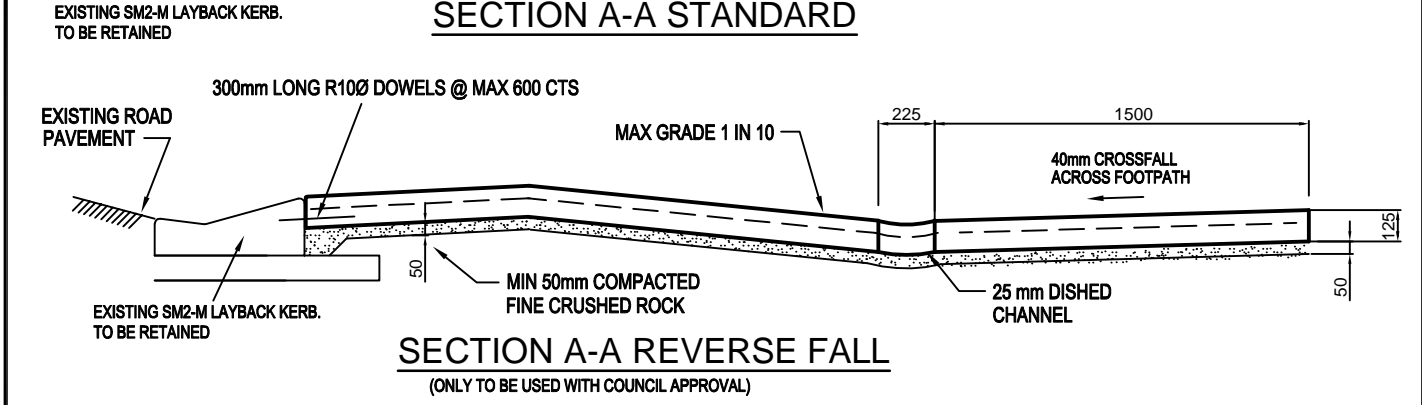
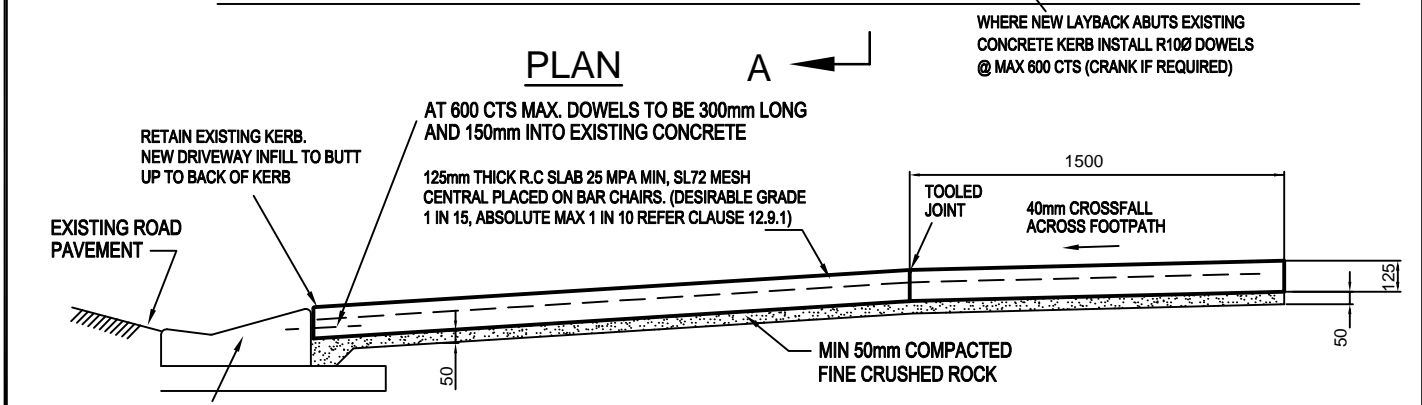
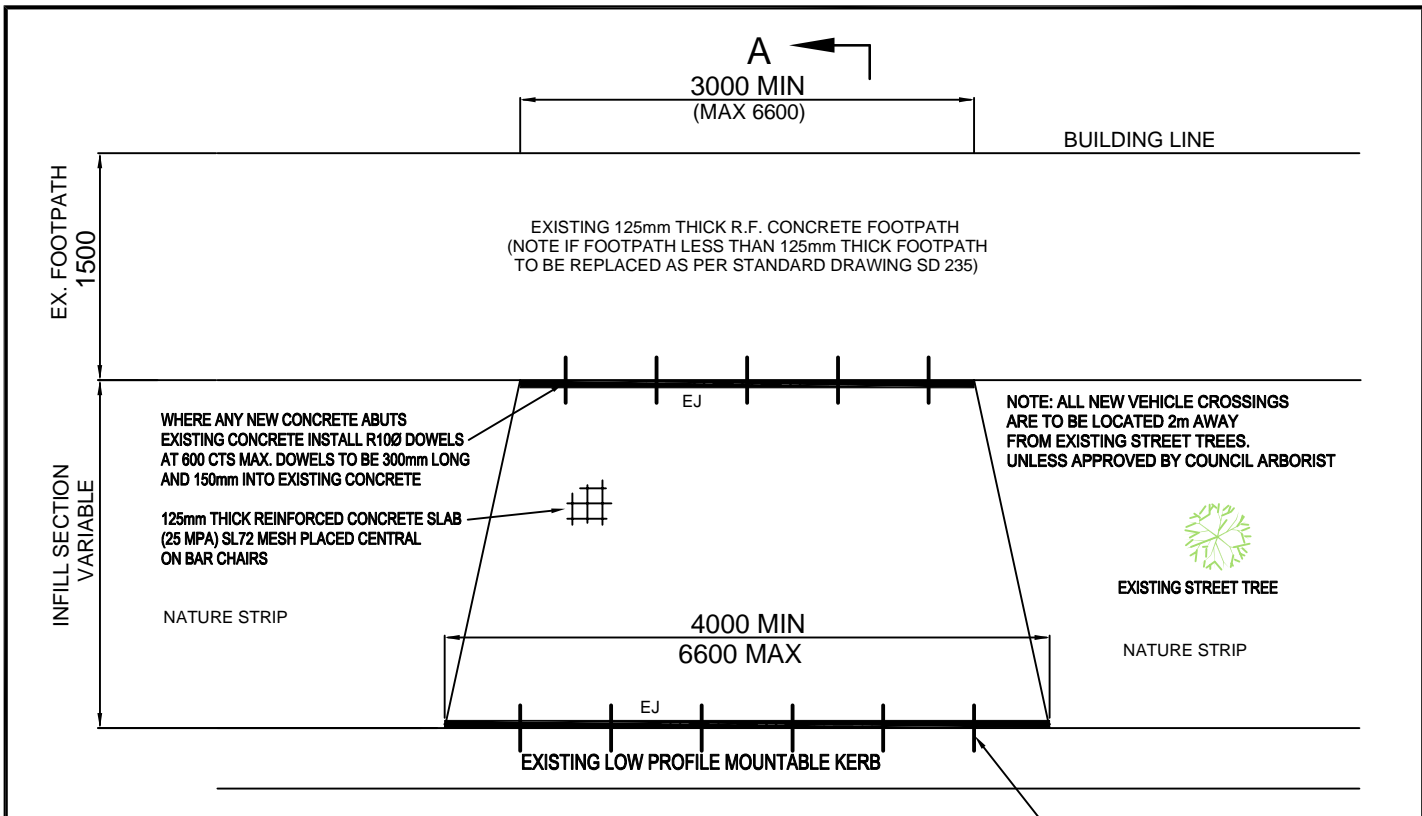
SD 242

Infrastructure Design Manual Standard Drawings



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NOT TO SCALE



NOTES:

FOR GRADES STEEPER THAN 1 IN 15 REFER TO CLAUSE 12.9.1 CROSSOVER INFILL, TO BE CONSTRUCTED IN PLAIN CONCRETE ONLY (NO COLOURED CONCRETE BEYOND PROPERTY BOUNDARY)

LEGEND

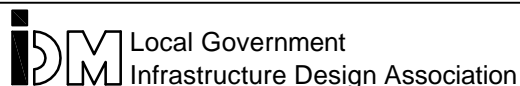
EXPANSION JOINT ———— EJ
TOOLED JOINT - - - - TJ

NEW RESIDENTIAL VEHICLE EXISTING LAYBACK KERB CROSSING DETAIL

LAST UPDATED 03/07/17

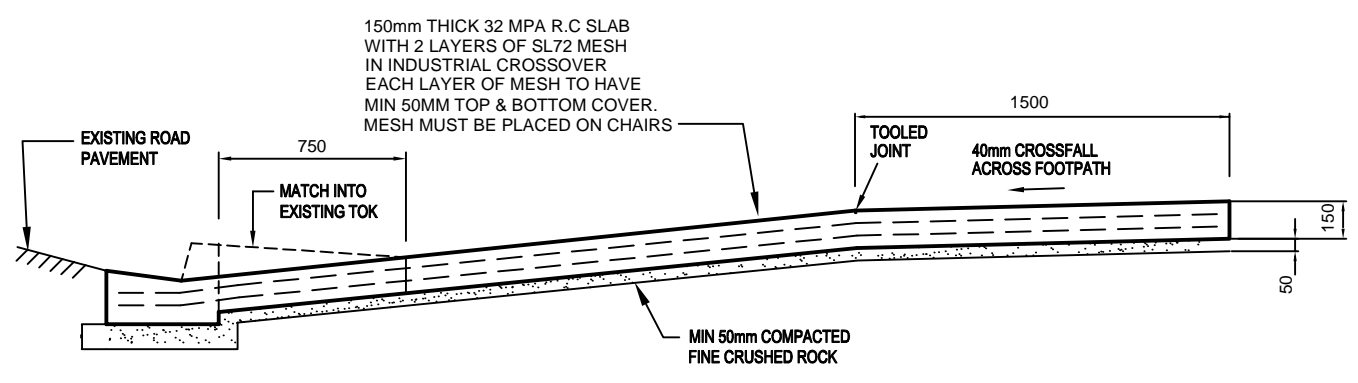
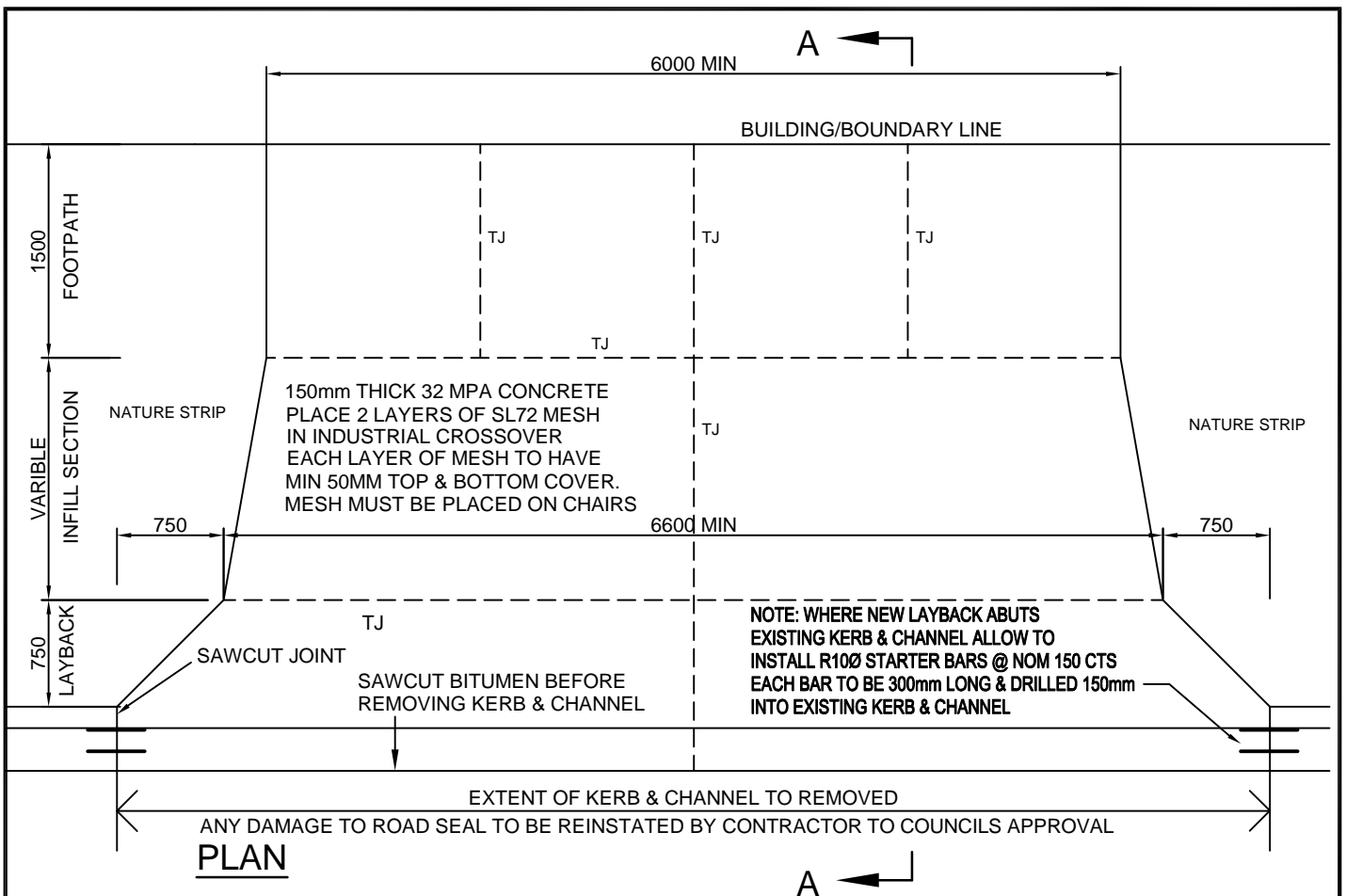
SD 243

Infrastructure Design Manual Standard Drawings



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NOT TO SCALE



SECTION A-A STANDARD

NOTES:
T.O.K DENOTES TOP OF KERB
(NO COLOURED CONCRETE BEYOND PROPERTY BOUNDARY)

LEGEND
EXPANSION JOINT ———— EJ
TOOLED JOINTS - - - - TJ

<p>NEW INDUSTRIAL VEHICLE CROSSING DETAIL</p>		<p>LAST UPDATED 03/07/17</p>
		<p>SD 250</p>
<p>Infrastructure Design Manual Standard Drawings</p>	 <p>RURAL CITY OF WANGARATTA</p>	<p>NOT TO SCALE</p>
 <p>Local Government Infrastructure Design Association</p>	<p>A copy of the Infrastructure Design Manual can be viewed on the Design Manual website www.designmanual.com.au</p>	