



**CORANGAMITE  
SHIRE**

# **Vehicle Crossings Policy**

**Corangamite Shire**

March 2023

# Council Policy



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## Vehicle Crossings

### Purpose

The purpose of this Policy is:

- To ensure that the owner of land has a properly constructed and maintained vehicle crossing at each point of vehicular access from a carriageway on a local Corangamite Shire road to the land, and
- To set out Council guidelines in relation to approving the construction of vehicle crossings to properties from roads within the Corangamite Shire for which Council is the responsible road authority.

### Scope

This policy applies to all owners of land.

### References

General Local Law 2015 (Local Law No.1) – Clause 25 Vehicle Crossings.  
Infrastructure Design Manual - Section 12.9 and Standard Drawings

### Policy Detail

This policy has been developed taking into account:

- 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 streetscape planting.
- Character of Area: To maintain and enhance character of local residential area in terms of building setbacks, garden areas, fencing and paving materials.
- Drainage: To minimise the amount of stormwater run off from impervious area 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 on 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 provide safe manoeuvre of vehicles in and out of the property.

### Standard Provisions Applying To Vehicle Crossings

- The owner of land must ensure that each point of vehicular access from a road to the land has a properly constructed and maintained vehicle crossing in accordance with this policy.
- No person may, without a permit from Council, construct, install, remove or alter a vehicle crossing, whether temporarily or permanently.

- Applications for permits are required to be in writing on the prescribed form. A permit fee will apply.
- All crossings must meet Council's approved designs and specifications (which are available on request) and are to be constructed by a qualified contractor.
- A 1.5m spacing is to be established between a new vehicle crossing and other road assets and furniture e.g. power poles, pits, trees etc. Approval must be obtained from the relevant Authority for the relocation, alteration or removal of any street tree, street furniture, power 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 applicants' cost.
- If a crossing impacts on traffic safety and warrants traffic management treatment, then any such works will be at the applicant's expense.
- Crossings shall be designed and located so as to minimise the loss of on-street parking and to avoid the creation of gaps between crossings of less than 9 metres.
- Joint pre and post construction inspections are to occur between the applicant and Council officers. The purpose of the pre inspection is to confirm the condition of existing Council assets eg footpath, kerb and channel prior to works commencing. Any damage incurred to assets as a result of the vehicle access works is to be rectified to Council's satisfaction by the applicant at the applicant's expense.
- The maintenance of a vehicle crossing including associated culverts shall be the responsibility and at the cost of the property owner/applicant.
- At Council's discretion a larger culvert may be required at a vehicle crossing where specific circumstances warrant it eg. for climate adaptability.

#### **Urban Vehicle Crossing Specifics**

- The maximum number of vehicle crossings to a residential property is two (2) crossings.
- The maximum number of crossings to a residential property, where any crossing exceeds 3.5m width, shall be one (1) crossing with a maximum width of that crossing to be 6.0m.
- The desirable width of a crossing is 3.0m. The minimum acceptable width is 2.75m.
- Crossings to adjacent properties shall be either fully combined, and of maximum width of 6.0m, or else have a minimum separation of 9m.
- Vehicle crossings to residential corner allotments are to be located a minimum of 6m from the intersection of road reserves and 2m clear of pedestrian kerb crossings.
- Driveways in areas with existing footpaths and kerbed roadway shall be in accordance with Infrastructure Design Manual standard drawings for residential vehicle crossings.
- Culvert crossings in urban streets with kerb and channel, are not generally supported. Where such a crossing is considered the only option, an application will be considered on its individual merits and is to have regard to this policy.

#### **Rural Vehicle Crossing Specifics**

- All rural vehicle access crossings shall include a culvert unless the location of the access is at an obvious high point or is where an all weather swale crossing can be accommodated as detailed below. All culverts shall have an endwall at each end of the pipe. Driveable endwalls shall be used wherever the culvert/endwall is located within the road safety hazard clear zone.

- In flat terrain the minimum size pipe is 375mm diameter in rural and rural living zones, and pipes shall be laid such that the pipe invert is 150mm lower than the invert of the table drain and is to have a minimum of 1 in 100 fall.
- In steeper terrain the minimum pipe size is 300mm diameter where steeper grades reduce the risk of silting and blockage. An all weather swale crossing can be used in lieu of a culvert where the depth of the table drain is less than 350mm and where it can be safely and conveniently negotiated by standard cars.
- The crossing shall not enter the carriageway above the existing level of the road shoulder.
- The hydraulic capacity of the culvert is to be such that at the crossing no water may encroach on the edge of the shoulder on sealed roads or the edge of gravel on gravel roads.

### **Truck Access to Properties**

- Rural vehicle crossings to be constructed or modified for the access of semi trailers and/or B Doubles are to be designed in accordance with the IDM standard drawing for B Double Vehicle Crossings.
- Urban vehicle crossings established for truck access are to be constructed in accordance with the Infrastructure Design Manual standard drawing for industrial driveways.

### **Temporary Vehicle Crossings**

- Temporary crossings associated with building or construction work are to be provided for protection to Council assets such as the road, kerb and channel, drains, footpath within the road reserve where there is a risk of damage to these assets.
- Temporary crossings shall be constructed to the satisfaction of Council.
- Such crossings shall be maintained in good order by the person responsible for the works and be removed when building or construction works have been completed.

### **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, footpaths, 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 shall 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.

### **Human Rights**

It is considered that this policy does not impact negatively on any rights identified in the *Charter of Human Rights and Responsibilities Act (2006)*.

### **Gender Impact Assessment**

The *Gender Equality Act 2020* requires Council to undertake gender impact assessments when developing or reviewing any policy, program or service which has a direct and significant impact on the public. This policy will not have a direct and significant public impact and a Gender Impact Assessment has not been undertaken.

**Review Date**

March 2026