

<b>Policy Name</b>	<b>Driveway Crossovers</b>
<b>Policy Number</b>	TS03
<b>Responsible Section</b>	Design, Construction and Transport
<b>Responsible Department</b>	City Assets
<b>Date Last Adopted</b>	10 May 2022
<b>Date of Next Review</b>	May 2025
<b>Applicable Legislation</b>	Local Government Act, 1999 Planning, Development and Infrastructure Act, 2016
<b>Related Governance Documents</b>	
<b>City Plan Theme</b>	Leadership - A City confident in its leaders

## **PURPOSE/OBJECTIVE**

The purpose of this policy is to provide consistent, transparent, equitable and efficient guidelines for all driveway crossover works undertaken within the City of Port Adelaide Enfield.

## **SCOPE**

The objectives of this policy are:

- To enable appropriately situated and constructed vehicle access between the road pavement and property boundary.
- To prevent inappropriate loss of significant street trees, vegetation and landscaping.
- To prevent unnecessary loss of on-street parking.
- To control the impact of crossings on utility infrastructure, street furniture and other assets.
- To control the impact of crossings on the appearance of streetscapes by avoiding their excessive dominance.
- To protect the safety and amenity of pedestrians and motorists.
- To ensure motorists are able to access/egress driveways safely and with ease.
- To ensure land owners, permit holders and contractors are aware of their responsibilities and Council requirements, when constructing a driveway crossover.

## **POLICY**

### **Approval process to construct a driveway crossover**

To make an alteration to a public road or Council land, an *Application to Complete Works on Council Land* (available on the Council's website or at Council offices) must be completed. Council will advise the applicant if the application has been approved or denied in line with Council policy.

Approval is not required if an alteration is to provide vehicle access to and from land adjoining the road and is approved as part of a Development Authorisation (Planning Approval) under the *Planning, Development and Infrastructure Act, 2016*.

### **Construction, removal, repair and on-going maintenance of driveway crossovers**

Council may, require an owner to carry out specified work to construct, remove, or repair a crossing place from the road to the land at any given time.

All driveway crossover works shall be constructed in accordance with the standard details (SK1006-SK1010) and *Driveway Crossover Specification, Engineering Details* or to measurements approved by Council. Information is available on Council's website at:

<https://www.cityofpae.sa.gov.au/development/engineering-standards>

Council requires the landowner or permit holder to engage an experienced and licensed contractor to complete works on Council Land. Council can provide a list of preferred contractors upon request.

### **Council inspection of completed work**

Council must be contacted to arrange an inspection of the completed works by one of Council's Civil Works Officers.

Should the works not be completed in accordance with Council specifications, or to Council's reasonable satisfaction, it is the responsibility of the landowner to arrange any required rectification works, and to pay any associated costs.

Should no response be received by Council within 14 days of making contact with the landowner, Council may complete the necessary works and recover costs from the land owner including possible expiation amounts, pursuant to Section 217 & 233 of the *Local Government Act, 1999*.

## **Secondary driveway crossovers or extensions requirements**

All secondary driveway crossovers or extensions to existing driveway crossovers will be assessed in accordance with the objectives in this policy. In assessing the suitability of additional crossovers, strong consideration will be given to:

- Preventing the loss of on-street parking;
- Preventing loss of street trees, vegetation and landscaping;
- Ensuring road and pedestrian safety;
- Impact on the appearance of streetscapes by avoiding excessive driveway crossover dominance.

## **Redundant driveways crossovers**

All redundant driveway crossovers shall be removed at the expense of the landowner. This includes the removal of existing driveway inverts, and reinstatement of upright kerb and footpaths (where applicable) to match existing and backfilling the verge with sandy loam. It is the responsibility of the landowner to negotiate with their builder to ensure this work is completed.

## **Cost of crossover construction**

Council does not contribute to the cost for the construction of new driveway crossovers.

Council may consider contributing towards the cost of driveway crossover and/or footpath construction if during the authorisation process, Council requires the land owner to alter levels of the verge for the purposes of flood protection, and Council have agreed to contribute to the cost of the works, prior to the works being undertaken.

## **DEFINITIONS**

“Driveway Crossover” means the section of driveway located within Council’s verge area between the property boundary and roadside kerb. This includes the kerb and invert.