

# R 6 – Crossovers

---

## 1 Objectives

To create a consistent quality standard for the construction of crossovers throughout the Shire of Bridgetown-Greenbushes.

## 2 Definitions

### 2.1 Crossover or Crossing

is the vehicular access to a property or private thoroughfare, between the property boundary and the edge of the road carriageway.

The edge of the road carriageway is the top of shoulder for unsealed roads and edge of seal or face of kerb for sealed roads.

## 3 Policy

### 3.1 Application & Approval

Any construction of a crossover on Council land requires prior written approval. (*Regulation 12.2 - Crossing from public thoroughfare to private land or private thoroughfare — Sch. 9.1 cl. 7(2) – Penalty \$5,000*)

To construct a crossover the landowner/s or their nominated agent must submit an application on the approved crossover application form to the Shire of Bridgetown-Greenbushes and receive written approval prior to any works being undertaken.

### 3.2 Validity

All approvals for crossovers will only be valid for a two year period from the date of approval. If this approval lapses then a new application is to be submitted.

Crossovers started within the two year period must be completed within the same period. Council must be notified within 28 days of the completion of the crossover construction.

### 3.3 Development on a Lot

Within the Shire of Bridgetown-Greenbushes where an approved standard crossover does not already exist, it is a requirement that the Land Owner or Developer is to construct an approved minimum standard crossover as part of any external development on a lot (eg. a new building or car port addition) or if a change in use of a lot is affected.

*(Regulation 13. Requirement to construct or repair crossing — Sch. 9.1 cl. 7(3))*

Access to a site for construction OR demolition vehicles will require appropriate partial construction of an approved crossover (eg formed and compacted sub-base) to the satisfaction of The Shire. The total completion of the crossover is to be done in conjunction with the completion of the development.

Any gravel/roadbase(s) and/or other debris which is eroded and/or transported by vehicle movement, storm water etc or in any other matter onto the road and/or into road drainage systems from a part constructed crossover shall be removed at the owners cost immediately from the

affected area as and when directed by and to the satisfaction of the Executive Manager Works and Services.

### 3.4 Minimum Standard Crossovers

#### Rural Standard Crossover

All gravel (unsealed) crossovers shall be constructed of 200mm thick (minimum) compacted gravel or road base and are applicable if accessing gravel roads only.

If a rural crossover is to be an access from a sealed road then the crossover is to be sealed with a minimum 2 coat bitumen seal.

Gravel or road base material shall be evenly graded and free of large stones, roots and other deleterious materials.

Rural Type 1 Crossover (no pipes) Gravel or 2 coat bitumen seal as per Drawing WS7-R1

Rural Type 2 Crossover (with pipes) Gravel or 2 coat bitumen seal including:

- 1 Two 375mm diameter (minimum) class 4 reinforced spigot and socket concrete pipes;
  - 2 Headwalls;
  - 3 Two white guideposts (with reflectors) as per Australian Standards;
- as per Drawing WS7-R2.

**NOTE:** If the crossover exceeds a 1 in 6 gradient then the crossover is required to be constructed to a sealed standard at the discretion of the Chief Executive Officer.

Final pipe and drainage requirements are at the discretion of the Chief Executive Officer.

#### Urban Standard Crossovers – Applicable if accessing a sealed road from a residential lot

Urban Crossovers and Driveways are to be constructed using one of the following material specifications:

- (a) Concrete - minimum of 25 MPa with F52 mesh and 100mm depth on a bed of sand with a minimum compacted depth of 50mm.
- (b) Pavers - manufactured for residential crossovers on a bed of sand with a minimum compacted depth of 50mm or to manufacturers instructions.
- (c) 2 coat bitumen seal or 20mm thick asphalt - using aggregate size between 5 and 10mm over a gravel base of 150mm (minimum) compacted depth, water bound and compacted to a standard as determined by the Executive Manager of Works and Services.

Gravel or road base material shall be evenly graded and free of large stones, roots and other deleterious materials.

Urban Type 1 Specification (a), (b) or (c) crossover (no pipes) as per Drawing WS7-U1A, WS7-U1B and WS7-U1C respectively.

Urban Type 2 Specification (a), (b) or (c) (with pipes) including:

- 1 Two 375mm diameter (minimum) class 4 reinforced spigot and socket concrete stormwater pipes;
- 2 Headwalls;
- 3 Two white guideposts (with reflectors) as per Australian Standards;

as per Drawing WS7-U2A, WS7-U2B and WS7-U2C respectively.

**NOTE:** Final pipe and drainage requirements are at the discretion of the Chief Executive Officer dependant on the physical characteristics of the land and existing drainage lines.

Prior to sealing the crossover must be inspected by a Shire Officer.

### **Commercial Crossovers - Applicable if accessing a sealed road from a Commercial Lot or Industrial Lot**

Commercial Crossovers and Driveways are to be constructed using one of the following material specifications:

- (d) Concrete – minimum of 25MPa with F82 mesh and 150mm depth on a bed of sand with a minimum compacted depth of 50mm.
- (e) Pavers – manufactured for commercial and industrial crossovers on a bed of sand with a minimum compacted depth of 50mm or to manufacturers instructions.
- (f) 2 coat bitumen seal or 25mm thick asphalt – using aggregate size between 5 and 10mm over a gravel base of 200mm (minimum) compacted depth, water bound and compacted to a standard as determined by the Chief Executive Officer. Gravel or road base material shall be evenly graded and free of large stones, roots and other deleterious materials.

Commercial Type 1                      Specification d, e or f crossover (no pipes) as per Drawing WS7-C1D, WS7-C1E and WS7-C1F respectively

Commercial Type 2                      Specification (d), (e) or (f) crossover (with pipes) including:

- 1        Three 375mm diameter (minimum) class 4 reinforced spigot and socket concrete stormwater pipes;
- 2        Headwalls;
- 3        Two white guideposts (with reflectors) as per Australian Standards;

as per Drawing WS7-C2D, WS7-C2E and WS7-C2F respectively.

**NOTE:** Final pipe and drainage requirements are at the discretion of the Chief Executive Officer dependant on the physical characteristics of the land and existing drainage lines.

Prior to sealing the crossover must be inspected by a Shire Officer.

### **3.5 General**

The owner, or his nominated contractor, shall construct the crossover to the Councils specifications.

The owner, or his nominated contractor, shall give 24 hours notice prior to construction work commencing in the first instance.

The constructed crossover must marry into the verge and any footpath with no erosion problems or steps.

For all crossovers, satisfactory compaction shall be by a minimum of 10 complete passes of an industrial type roller/compactor. Material shall hold adequate but not excessive moisture content so as to aid compaction through the entire depth of material. The general test for compaction will be that the surface shall not show any depressions when a pick handle is dropped from waist height when tested over various areas of the crossover. Gravel and road base shall be finished to a tightly water bound surface, free of loose stones or excessive slurry.

Where fill is required in the construction of a crossover, compaction will be required in layers no greater than 200mm.

No changes shall be made to any existing verge and/or road drainage without prior agreement from the Manager of Works and Services.

### 3.6 Location of Crossovers

A crossover (this includes the crossover turnout and culvert headwalls) shall be at least 1m offset clear of any side boundary.

Crossovers are not to be located closer than 6m from the property line at a road intersection or corner nor within a corner truncation.

Crossovers are to be clear of power poles to Western Powers specifications as well as other utility service providers assets. Some service providers may provide trafficable assets.

Crossovers shall be located to comply with the Approach Sight Distance (ASD) in Table 1 - Minimum Sight Distance. If the sight distance is restricted and can not comply with the ASD in Table 1, then the crossover may be approved at a location with the best possible sight distance.

speed limit (km/h)	ASD (m)	
40	40	<p>Approach sight distance (ASD) at 2.0s Derived from Table 3.1, Main Roads Supplement to Austroads Guide to Road Design - Part 4A (as of 10 July 2012)</p> <p>SEALED ROADS – FLAT GRADE</p> <p>The sight distance values shown in this table should be increased generally for design on unsealed roads.</p>
50	55	
60	73	
70	92	
80	114	
90	139	
100	165	
110	193	

**TABLE 1 – Minimum Sight Distance**

**NOTE:** The applicant may be requested to carry out additional works within the road reserve to enhance safe sight lines for entering vehicles (such as vegetation removal,, earthworks and appropriate signage/delineation).

Any variation to crossover standards must have prior approval from the Executive Manager Works and Services.

### 3.7 Shared Crossovers

Shared crossovers for use by two adjoining properties may be considered subject to the location having acceptable sight distances and complying with the standard requirements for a crossover.

### 3.8 Vegetation

Department of Environmental & Conservation Clearing Permit) **prior to** removing any vegetation. Clearing must be kept to a minimum and must be in accordance with Shire policy WS1 (Street Trees) Clause 12 - *Removal of Street Trees*; and/or Clause 13 - *Native Vegetation on Council Verges*.

All vegetation removal and associated costs are the responsibility of the property owner unless otherwise determined by the Chief Executive Officer.

### **3.9 Drainage**

The position and size of piping must not interfere with the flow characteristics of any existing water or drainage course.

Piping must be installed with the classification stamp facing up and must not be covered over until after being inspected by a Shire Officer.

Piping must be installed to manufacturer's specification (including the depth of cover).

Only spigot and socket pipes shall be installed with the socket or 'bell' end facing 'upstream'.

### **3.10 Non Standard Headwalls**

All headwall structures other than standard precast concrete headwalls (such as grouted stone pitched) must be approved prior to construction.

All maintenance and/or replacement costs of non standard headwalls are the responsibility of the property owner.

### **3.11 Multiple Crossovers**

An application for an additional crossover to a property (eg; to allow a "U" shaped driveway, alternate access to a shed/carport or a corner block) may be permitted on a case by case basis. Any additional crossover must be accommodated within the property frontage and constructed as per this policy.

The property owner is responsible for the full construction and all future maintenance costs for any additional crossovers.

Additional crossovers are not eligible for Council's Shire Crossover Contribution.

### **3.12 Council's Crossover Contribution**

The Shire will contribute fifty percent of the cost to construct an approved minimum standard crossover (one crossover per property) up to the maximum stated respectively in the Schedule of Fees & Charges.

Council's Crossover Contribution applies to a residential, commercial, or industrial lot as well as grouped dwellings. For strata titled lots, a contribution will apply for each standard crossover up to the number of dwellings.

To qualify for a Shire contribution the applicant and/or their nominated agent must:

- (a) Inform Council within 28 days of completion of an approved standard crossover.
- (b) Provide a copy of the tax invoice itemising the square area of the crossover, the class and lengths of piping including headwalls.
- (c) Be the original applicant.
- (d) Claim the contribution within 21 days.

If a road reserve is greater than 20m in width and the resulting oversize crossover is in excess of 7 metres in length, it may qualify for an additional Council crossover contribution.

Council's maximum contribution for a minimum standard crossover (as determined by Council) is listed each year in the "Schedule of Fees & Charges".

If a crossover must be installed as per a specific condition stated in a planning approval for a development then it does not qualify for Council’s crossover contribution. In these instances the conditional requirement to construct the crossover is made under the relevant section of the *Planning and Development Act 2005* dealing with Subdivision and Development Control and is deemed part of the development and associated costs.

### 3.13 Maintenance

The property owner is responsible for all maintenance costs for all crossovers to their property.

Council may give notice requiring a crossover that is unsafe or in a state of disrepair, to be repaired. If the person given notice fails to undertake the repairs then Council may undertake the required works and may recover costs as a debt due from that person.

### 3.14 Unauthorised Works and Non Compliance

In regards to crossovers any ‘Unauthorised Works’ and/or non Compliance with Council policy or notice can attract a fine of \$5,000 plus additional costs.

### 3.15 Traffic Management

A traffic management plan conforming to Australian Standard 1742.3-2009 must be submitted to the Shire prior to any works commencing.

### 3.16 Underground Services

Utility services pits, poles etc must be located and considered when determining the location of crossovers. The applicant must locate the service utilities within the road reserve **prior** to commencing earthworks by contacting Dial-Before-You-Dig on 1100. Where applicable cover and/or clearances to any utility service providers asset must be as stated or agreed with by each respective utility service provider.

### 3.17 Occupational Safety & Health, Traffic Management

All works performed with the road reserve must comply with the Occupational Safety & Health Act 1984, Occupational Safety & Health Regulations 1996 and The Manual of Uniform Traffic Control Devices AS 1742.3 – 2009 (Part 3).

## 4 Applicable Legislation and Documents

<b>Act</b>	<p><i>Local Government Act 1995</i></p> <p>s.2.7(2)(b) – The council is to determine the local government’s policies</p> <p>s.3.25 – Notices requiring certain things to be done by owner or occupier of land</p> <p>s.3.26 – Additional powers when notices given</p> <p>Schedule 9.1 cl 7 – Crossing from public thoroughfare to private land or private thoroughfare.</p> <p><i>Planning and Development Act 2005</i></p> <p><i>Work Health and Safety Act 2020</i></p>
<b>Regulation</b>	<p><i>Local Government (Uniform Local Provisions) Regulations 1996</i></p>

	<p>r.12 - Crossing from public thoroughfare to private land or private thoroughfare</p> <p>r.13 – Requirement to construct or repair crossing</p> <p>r.14 - Role of Commissioner of Main Roads in some cases</p> <p>r.15 - Contribution to cost of crossing</p> <p><i>Work Health and Safety (General) Regulations 2022</i></p>
<b>Local Law</b>	N/A
<b>Shire Policies</b>	PR 2 – Street Trees
<b>Related Documents</b>	AS 1742.3:2019 – Manual of uniform traffic control devices, Part 3: Traffic control for works on roads
<b>Related Procedure</b>	N/A

## 5 Administration

<b>Original Adoption Date</b>	29 November 2012
<b>Last Reviewed</b>	26 November 2020
<b>Scheduled Reviewed Date</b>	27 April 2023

## Crossover Application Form

### Applicant Name & Contact Information

Land Owners Name: (APPLICANT)		
	(FIRST NAME)	(SURNAME)
Postal Address:		
Phone No:		Mobile No. <span style="border-bottom: 1px solid black;"></span>
Email:		

### Property Address for Crossover Application

House No. <span style="border-bottom: 1px solid black;"></span>	Lot No. <span style="border-bottom: 1px solid black;"></span>	RSN: <span style="border-bottom: 1px solid black;"></span>	LOCALITY: <span style="border-bottom: 1px solid black;"></span>
Road/Street Name: <span style="border-bottom: 1px solid black;"></span>			

### Type of Crossover Standard Applying for (MINIMUM STANDARD CROSSOVERS AS PER COUNCIL POLICY No. WS7-CROSSOVERS)

<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 33%;"></td> <td style="width: 33%; text-align: center; font-size: small;">GRAVEL</td> <td style="width: 33%; text-align: center; font-size: small;">SEALED</td> </tr> <tr> <td>RURAL TYPE: 1</td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;">OR <input type="checkbox"/></td> </tr> <tr> <td>RURAL TYPE: 2</td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;">OR <input type="checkbox"/></td> </tr> </table>		GRAVEL	SEALED	RURAL TYPE: 1	<input type="checkbox"/>	OR <input type="checkbox"/>	RURAL TYPE: 2	<input type="checkbox"/>	OR <input type="checkbox"/>	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; font-size: small;">URBAN TYPE: 1.a</td> <td style="width: 5%; text-align: center;"><input type="checkbox"/></td> <td style="width: 45%; font-size: small;">OR 2.a</td> <td style="width: 5%; text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td style="font-size: small;">URBAN TYPE: 1.b</td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="font-size: small;">OR 2.b</td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td style="font-size: small;">URBAN TYPE: 1.c</td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="font-size: small;">OR 2.c</td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> </table>	URBAN TYPE: 1.a	<input type="checkbox"/>	OR 2.a	<input type="checkbox"/>	URBAN TYPE: 1.b	<input type="checkbox"/>	OR 2.b	<input type="checkbox"/>	URBAN TYPE: 1.c	<input type="checkbox"/>	OR 2.c	<input type="checkbox"/>	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; font-size: small;">COMMERCIAL TYPE: 1.d</td> <td style="width: 5%; text-align: center;"><input type="checkbox"/></td> <td style="width: 45%; font-size: small;">OR 2.d</td> <td style="width: 5%; text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td style="font-size: small;">COMMERCIAL TYPE: 1.e</td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="font-size: small;">OR 2.e</td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td style="font-size: small;">COMMERCIAL TYPE: 1.f</td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="font-size: small;">OR 2.f</td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> </table>	COMMERCIAL TYPE: 1.d	<input type="checkbox"/>	OR 2.d	<input type="checkbox"/>	COMMERCIAL TYPE: 1.e	<input type="checkbox"/>	OR 2.e	<input type="checkbox"/>	COMMERCIAL TYPE: 1.f	<input type="checkbox"/>	OR 2.f	<input type="checkbox"/>
	GRAVEL	SEALED																																	
RURAL TYPE: 1	<input type="checkbox"/>	OR <input type="checkbox"/>																																	
RURAL TYPE: 2	<input type="checkbox"/>	OR <input type="checkbox"/>																																	
URBAN TYPE: 1.a	<input type="checkbox"/>	OR 2.a	<input type="checkbox"/>																																
URBAN TYPE: 1.b	<input type="checkbox"/>	OR 2.b	<input type="checkbox"/>																																
URBAN TYPE: 1.c	<input type="checkbox"/>	OR 2.c	<input type="checkbox"/>																																
COMMERCIAL TYPE: 1.d	<input type="checkbox"/>	OR 2.d	<input type="checkbox"/>																																
COMMERCIAL TYPE: 1.e	<input type="checkbox"/>	OR 2.e	<input type="checkbox"/>																																
COMMERCIAL TYPE: 1.f	<input type="checkbox"/>	OR 2.f	<input type="checkbox"/>																																

### Contractors Details for Crossover Application

Contractors Company Name: <span style="border-bottom: 1px solid black;"></span>	Contact Name: <span style="border-bottom: 1px solid black;"></span>
Contact Phone No: <span style="border-bottom: 1px solid black;"></span>	

### Sub-division

Does this application form part of a sub-division application or condition?      YES      or      NO

### Plan of Proposed Crossover Size and Location

**SKETCH PLAN OF BLOCK SHOWING PROPOSED CROSSING TO THE PROPERTY (Attach any additional information on a separate page)**  
 \* SHOW CROSSING WIDTH (Minimum width at property boundary as per Policy WS.7 - Crossovers)  
 \* SHOW DISTANCE FROM SIDE BOUNDARY (Minimum distance 1m)

### Applicants Declaration

I/We wish to apply to construct a crossover as per this application. I/We understand that the crossover must be constructed in accordance with Council's Policies and to the satisfaction of the Shire of Bridgetown-Greenbushes.

Inspections must be arranged to ensure compliance with Council policy WS.7 - Crossovers. Failure to arrange required inspections may result in non-payment of any applicable crossover contribution.

Applicants Signature:       Date:















