

<b>Responsible Directorate</b>	<b>Planning and Development</b>
<b>Responsible Business Unit/s</b>	<b>Development Services</b>
<b>Responsible Officer</b>	<b>Manager Development Services</b>
<b>Affected Business Unit/s</b>	<b>Engineering Design</b> <b>Engineering Operations</b> <b>City Planning</b> <b>Facilities, Projects and Assets</b> <b>Parks and Sustainability</b>

## Objective

The objectives of the policy are:

- To provide conditions that enable the property owner to construct a crossover;
- To provide a crossover design that is uniform and practical;
- To provide safe access with minimal impact on infrastructure assets in the road reserve and streetscape;
- To mitigate stormwater entering private property from the road
- To provide requirements for subsidy eligibility;
- To provide a safe amenity for pedestrians;
- To protect existing street trees; and
- To ensure continuity and compatibility of crossovers within the streetscape.

## Scope

This policy applies to the installation and modification of crossovers for all properties within the City of Stirling.

## Policy

### Introduction

A crossover is the section of the driveway between the private property boundary and the road. It is a requirement that each lot has a crossover in order for vehicles to enter the property.

Crossovers are to be constructed in accordance with the City's Crossover Guidelines Residential and Non-Residential and Technical Specifications for Crossovers. These documents provide necessary information and specifications for allowable crossovers.

### Approval to Construct or Modify Crossovers

The property owner is required to complete and submit a Crossover Installation Application to the City for assessment before a crossover is constructed or modified.

Construction of a new crossover, or modification of an existing crossover, may not commence until written permission has been granted by the City.

The approval to construct a crossover is valid for a two-year period from the date it is issued. If construction of the crossover has not been commenced within this period a new application must be submitted to the City for consideration.

## **Number of Crossovers**

In general, only one crossover per street frontage is permitted.

An additional crossover may be permitted for:

1. Those properties located within the Heritage Protection Area Special Control Area (which includes the suburbs of Mount Lawley, Menora and Inglewood). An application for Planning Approval under Local Planning Scheme No 3 and specifically under Heritage Protection Areas Special Control Area – Policy 3.1 Character Guidelines in these areas is required for additional crossovers.
2. Group dwellings and non-residential areas where an additional crossover has been approved as part of the Planning Approval process.
3. Properties situated on street corners where one crossover per street frontage is achievable.
4. Extenuating circumstances such as safe access on distributor roads and disability access. In these cases, justification is required on a case-by-case basis; or
5. In lieu of a verge treatment, where the crossover is limited to a 3 m width and is directly connected to a driveway or a parking area inside the property.

## **Crossover Conflict with Road Reserve Infrastructure Assets**

Where the location of a new crossover, requested by the property owner, conflicts with existing road reserve infrastructure assets, the cost to relocate the assets or avoid the conflict will be borne by the property owner.

Modifications to road reserve infrastructure assets will be assessed in accordance with the Modifications of Traffic Management Treatments for Property Access Policy.

## **Delineation of crossovers from verge treatments**

All crossovers should be delineated from verge treatments by means of contrasting materials to ensure demarcation between the two areas.

## **Existing Footpath at or adjacent to the property boundary**

The path alignment is to be clearly delineated in the new crossover by either one of the following methods:

- Leaving the existing concrete path in;
- Removing the existing concrete path and installing matching control joint edge lines in the new crossover to line up with the edges of the path; or
- For brick paved crossovers, removing the existing concrete path and incorporating two separate courses of bricks of different colour (to remainder of crossover) to line up with the edges of the path.

## **Existing Paths at the Kerbline**

The existing footpath at the kerbline will need to be removed and replaced to accommodate the ramp part of the crossover. The replacement shall be in grey concrete and match the alignment of the existing path.

Should a footpath need to be removed or reconstructed during the crossover works, advice should be sought from the City prior to the removal of the footpath.

No part of the footpath may be removed or modified without the prior approval of the City.

## **Impact of New Footpaths at the Kerbline on Existing Crossovers**

New footpaths constructed by the City will cross through existing crossovers.

## **Protection of Street Trees**

A minimum setback of a crossover/driveway from any street tree on the verge is required. The setback distance will be in direct relation to the Diameter at Breast Height (DBH) of the street tree:

- DBH of up to 200 mm requires a minimum setback of one metre;
- DBH of 201 mm to 400 mm requires a minimum setback of two metres; and
- DBH of 401 mm or greater requires a minimum setback of three metres.

Should the distances required need to be less than the above specifications, a site inspection will need to be conducted to determine if the distance can be reduced on a tree by tree basis. Council inspection fees and charges may apply.

Protection for street trees shall be established prior to any crossover works commencing and should remain during all stages of construction.

Refer to the Street and Reserve Tree Policy for further information.

## **Crossover Subsidy Payment**

The property owner may apply to the City for a subsidy equivalent to 50% of the cost of a 3m wide standard crossover providing:

- The crossover is installed in accordance with the City's Crossover Guidelines and Specifications.
- Applications for a crossover subsidy must be received within 12 months of the completion of the crossover.
- The subsidy relates only to the first crossover to service the property.
- Where there is an existing footpath, the length of the crossover does not include the footpath for the purposes of calculating the crossover subsidy.

The City will not provide a subsidy towards construction of a second crossover on the same lot and any crossover that was constructed without the approval of the City will not be awarded a subsidy.

## **Post Construction Inspection**

The City will conduct an inspection at the conclusion of the works to ensure that the crossover has been constructed in accordance with the City's Crossover Guidelines and Specifications.

The property owner is liable to repair or modify the crossover if it has not been constructed according to the City's requirements.

## **Maintenance of Crossovers**

Maintenance of crossovers is the responsibility of the property owner.

Any path that intersects the crossover will be maintained by the City according to the City's specifications.

Where a crossover may have been damaged by street tree roots, the City will inspect the crossover and street tree and take remedial action to ensure that the crossover is safe.

## **Reinstatement of Crossovers**

The City will reinstate crossovers with "standard materials" that are damaged by its works.

The City will not be responsible for reinstating crossovers that are not approved according to this policy.

The City will not take responsibility for any damages to crossovers caused by parties other than the City.

## Redundant Crossovers

In accordance with the *City of Stirling Thoroughfares and Public Places Local Law 2009* (as amended), redundant crossovers must be removed from the verge, the kerbing closed and the verge backfilled.

## Compliance

The policy which was in place at the time of the crossover construction shall be used to determine compliance.

Non-compliance with this policy may result in enforcement action in accordance with the provisions of the Compliance Enforcement Policy.

## Variation to the Policy

A variation to this policy will be assessed against the objectives of this policy where adequate justification is provided and the intent of the Policy is deemed to have been met.

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## Definitions

**Crossover** has the same meaning as a “**crossing**” as outlined in the *City of Stirling Thoroughfares and Public Places Local Law 2009* and means the area of road reserve that acts as the point of access to a property between the constructed road carriageway and a property boundary.

**Heritage Protection Area Special Control Area** is defined as that land delineated as such by the *City of Stirling Local Planning Scheme No 3* map.

**Variation** means a modification or addition to the proposed crossover construction that meets the objectives of this policy.

**Modification** means any alteration, extension or repair to an existing crossover.

**Property Owner** is defined as the owner or authorised occupier of a property that the crossover serves and includes a builder, an agent or a contractor authorised by the owner of the property to construct or modify a crossover.

**Redundant Crossover** is where works on a lot results in a crossover no longer giving access to a lot.

**Road reserve** is the strip of public land between abutting property boundaries, specifically gazetted for the provision of public right of way. It includes the road carriageway, as well as footpaths, crossovers, verges and public utilities infrastructure and the like.

**Standard Crossover**- Pursuant to Regulation 15(2) of the *Local Government (Uniform Local Provisions) Regulations 1996*, the City defines a “standard crossover” as one that is 3.0m wide (excluding splays) and is constructed in grey pre-mixed concrete in accordance with this policy.

**Standard Material**- For “Residential Concrete Crossovers”, standard material means grey pre-mixed concrete. For “Residential Brick Paved Crossovers”, it means best matched compliant paver that is currently in stock. For “Non-residential Crossovers”, it shall be the same as for residential concrete and brick paved crossovers and for “Asphalt Crossovers”, it shall mean red or black dense graded asphalt.

**Street Tree** has the same meaning as a “tree” as outlined in the in the *City of Stirling Thoroughfares and Public Places Local Law 2009* and means a woody perennial plant generally having a single stem or trunk which will grow to a height of approximately four metres or higher.

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## Relevant management practices/documents

Compliance Enforcement Policy  
 Modification of Traffic Management Treatments for Property Access Policy  
 Verge Treatment Policy  
 Street and Reserve Tree Policy  
 Guidelines and Technical Specifications for Crossovers  
 Heritage Protection Area Special Control Area - Policy 3.1 Character Guidelines Mt Lawley, Menora & Inglewood

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## Legislation/local law requirements

*Local Government Act 1995*  
*City of Stirling Thoroughfares and Public Places Local Law 2009*  
*City of Stirling Parking Local Law 2014*  
*Local Government (Uniform Local Provisions) Regulations 1996*

Office use only			
Relevant delegations	Crossovers		
Initial Council adoption	<b>Date</b> 11 April 2017	<b>Resolution #</b>	0417/010
Last reviewed	<b>Date</b> 26 May 2020	<b>Resolution #</b>	0520/027
Next review due	<b>Date</b> 2021		