



Moreland City Council

**VEHICLE CROSSING
(DRIVEWAY)
POLICY**

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| Responsible Department: | City Infrastructure |

This policy has been authorised and is included on Council's Website.

Peter Brown
Chief Executive Officer
14/7/2010

1. PURPOSE

1.1 Purpose

This document is Council's policy in relation to assessing applications for vehicle crossings to provide access to properties in the municipality of Moreland. The purpose is to state Council's aims and methodology to the community and to provide an administrative framework for Council officers to implement the policy.

1.2 Powers

The powers of Council in relation to Vehicle Crossings are granted in Section 206, of the Local Government Act 1989 and detailed under Schedule 10, point 12 of that Act. Council also has powers under Clauses 12, 16 & 18 of the Environmental & Civic Assets Local Law 2006, and Part 8 of the General Local Law 2007.

1.3 Process

Where applications for vehicle crossings comply with this Policy, the responsible officer will give a decision. Where an application does not comply with the Policy the applicant will be advised to amend the application or to put their application in writing with a plan attached. Where discretion must be exercised in deciding whether a crossing is appropriate, Council Officers will take into account this policy and any related Policies including the site requirements of Victorian Building Regulations and Moreland Planning Scheme.

2. OBJECTIVES

2.1 Pedestrian Safety

To minimise the number of locations where vehicles cross footpaths to enhance pedestrian safety.

2.2 Open Spaces/Vegetation

To minimise the number of vehicle crossings in order to maximise nature strips for streetscape planting.

2.3 Character Of Area

To maintain and enhance the character of local residential streets.

2.4 On Street Parking

To maximise the number of on-street parking spaces, recognising that on-street parking is a community resource.

2.5 Drainage

To minimise the amount of stormwater run off from impervious areas.

To ensure the operation of existing public stormwater drainage pits are not affected.

2.6 Traffic Safety

To maximise traffic safety by ensuring vehicular movements associated with crossings are in predictable locations for vehicular traffic, pedestrians and cyclists.

2.7 Street Trees

To retain existing street trees and avoid affecting their health, size, stability or future growth, particularly where they form a significant feature in the streetscape.

To avoid placing crossings where they can be affected by the growth of street trees.

Where a street tree is removed for a vehicle crossing, to recover the removal, replacement and amenity values of that Council asset.

3. GENERAL ASSESSMENT PROVISIONS

Applications for vehicle crossings are to be assessed in accordance with the following requirements in this Section, with reference to the Policy Objectives in Section 2 and include any applicable specific requirements of subsequent Sections:

3.1 Referrals

If the proposed vehicle crossing falls into any of the following categories, under Section 3.1, the application must first be referred to the Director City Development for a Planning permit.

3.1.1 Heritage Overlay

Vehicle crossings proposed on properties affected by a Heritage Overlay. The permit process should include an assessment under this policy. See Council's City Development Department for heritage areas.

3.1.3 Units and other Developments

Vehicle crossings that are intended for new developments can be assessed, however Council will not issue a Vehicle Crossing Permit until the proposal has received a Planning permit. The Planning permit process should include an assessment under this policy.

3.1.4 Declared Main Roads

Vehicle crossings proposed on any road where VicRoads is the Highway Authority (called Arterial Roads in the Road Management Act 2004, and called Road Zone Category 1 in the planning scheme) will be referred to VicRoads for comment as part of the planning permit application process. See Appendix 2 for affected roads.

3.2 Dimensions - Interpretation

All dimensions of vehicle crossings or distances between vehicle crossings given in this document, are measured at the boundary of the property regardless of any splay. A dimension of three metres is written as 3m.

3.3 Neighbourhood Character

The location of the proposed vehicle crossing must respect the existing neighbourhood character or contribute to a preferred neighbourhood character.

3.4 Minimise Number of Crossings

Only one crossing is permitted for each residential property, although in some circumstances a request for a crossing permit may not be successful. Exceptions are detailed in Section 4.

3.5 Alternative Access Favoured over Vehicle Crossing

It is preferable that where alternative access is available to the property, for example, off a right of way, this be considered to reduce/eliminate the need for a vehicle crossing. Each application must be assessed having due regard to security and manoeuvrability.

3.6 Privatisation of Public Parking

Where a vehicle crossing removes one on-street car parking space and creates only one off-street car parking space, the application may be refused. This is because on-street parking can be utilised by the community at any time of day, but a private parking space will only be utilised when the resident so determines. This represents a nett loss to the community and is not appropriate.

3.7 Length of Parking Space

Where off-street parking is proposed between the front boundary and existing building, Council will only consider the application if the parking space is at least 5.4 metres long. This is to ensure that larger common vehicles (eg Commodore and Falcon station wagons) do not overhang the public footpath, which would create a safety hazard. This is consistent with the Australian Standard for Off-Street Parking (AS2890.1) the Road Rules - Victoria.

Where the off-street parking space is proposed between the front boundary and a garage with a single panel tilt door, the set-back must be at least 6 metres from the street boundary because vehicles are usually parked further back from the tilt door to avoid being hit by the door.

3.8 Width of Parking Space

The applicant must show that each parking space has at least 3.5 metres width between walls to ensure appropriate pedestrian access into, and around the parked vehicle.

3.9 Location of Crossing

Where practical, vehicle crossings should be located so that they are adjacent to, and form a double crossing with, the neighbour's crossing. This improves access into each property and maximises the length of footpath and kerb between crossings.

Vehicle crossings must match the location and width of the accessway at the property boundary.

Vehicle crossings must be aligned at 90 degrees to the street frontage and be constructed in accordance with Council's Standard Vehicle Crossing drawing / specifications.

In assessing whether the location of a vehicle crossing is practical where the accessway will have bends, the assessment is to be based on each side of the accessway having a minimum of 4 metres inside radius and 7.6 metres external radius, consistent with the Planning Scheme and the Australian Standards for Off-Street Parking (AS2890.1). Each edge of the accessway must meet the garage at 90 degrees and the property boundary at 90 degrees. This is particularly important where drivers are turning as they reverse toward the public footpath, given the additional workload on the driver.

3.10 Minimum Distance from Intersection

No new vehicle crossing shall be located closer to a street intersection than 9 metres from the fenceline of the nearest street to minimise points of vehicle conflict at intersections. This is to avoid vehicles turning into a street being confronted by vehicles reversing into the street.

3.11 Relocation of Pipes, Pits or Poles

Where the proposed crossing is close to any pipe, pit or pole, the applicant will be required to contact the owner of that asset and where required, alter or relocate that asset. Any relocation, alteration or removal will be at the landowner's cost.

3.12 Street Trees

Vehicle crossings are not permitted within 3 metres of a street tree. Council's Street Landscape Strategy (Appendix 4 - Tree removal policy) states:

“Council expects residents or developers to take into account the location of street trees when designing buildings or contemplating vehicle crossings. It cannot be assumed that a tree will be removed to provide access. If a property owner requires a new vehicle crossing in a location at or near an existing street tree, a Council arborist will assess the tree before the vehicle permit is issued. If the tree is mature and healthy, and the crossing is closer than 3 metres from the trunk, then the vehicle crossing permit will be denied. If the tree is assessed as having poor health or form or low value to the streetscape, the resident or developer will be charged for the cost of the tree removal and for a replacement tree, plus the normal fee for a vehicle crossing permit.”

A three metre separation between the crossing and the street tree is to protect roots of older trees and to protect crossings from being lifted by growing trees. The three metre separation is to be measured to the closest point of the crossing including the splay.

Where Council officers agree to the removal of the street tree, the amenity value of that Council asset, and the cost of removal and replacement, are to be paid to Council prior to the issue of the permit.

In the case of works near mature trees, tree protection zones must be set up in accordance with the AS4970 – 2009 Protection of Trees on Development Sites unless excluded by the nominated officer. Excavation near street trees must follow the requirements and protection measures stated in that Standard.

3.13 Traffic Management

If a new vehicle crossing impacts on traffic safety and warrants traffic management, then any such treatment will be to the satisfaction of the Director City Infrastructure.

Existing traffic management (e.g. a road hump, kerb extension, etc) that is in the way of the proposed vehicle crossing can only be relocated or modified with the permission of the Director City Infrastructure once the applicant has identified a suitable alternative location in consultation with the other affected properties, and such location complies with the relevant Traffic Engineering standards. All works are to be at the applicants cost.

3.14 Vehicle scraping – Alternative Vehicle Crossing Type

Standard vehicle crossings in streets with a high pavement crown (e.g. steeper than 1 in 30) and/or with high property level at street boundary (e.g. over 200mm higher than the road channel invert for a crossing 3.5 metres long from kerb to fence line) are prone to vehicles scraping as they drive over the crossing. If the street is classified as a local access street, applicants may need to apply for an alternative vehicle crossing that bridges over the channel invert, removing the problem with level changes. Alternative vehicle crossings are not permitted on arterial or main roads.

Applications for an alternative crossing must prove that scraping would otherwise occur by including a design and a survey plan showing levels of existing surface and proposed crossing, for approval. Note that Council's engineering services may be able to assist on a fee basis.

This type of crossing can block the flow of debris in the road channel invert. The landowner is responsible for cleaning of debris associated with his/her alternative crossing as required by Clause 74 of the General Local Law 2007.

3.15 Gates

Gates must not open outward onto the street.

3.16 Redundant Crossings

When a vehicle crossing becomes redundant, it must be removed and replaced with kerb and channel, nature strip and pavement to Council's satisfaction, at the landowner's responsibility and cost prior to the Council's final inspection.

3.17 Right of Refusal

Council reserves the right not to grant permission for a vehicle crossing in accordance with this policy. Section 6 includes an explanation of the appeal process.

4. RESIDENTIAL CROSSINGS

4.1 Single Dwelling

4.1.1 Number of Vehicle Crossings

Where only one dwelling exists or is proposed on the property, the maximum number of crossings that may be approved is one and is not to be located within 9 metres of the fenceline of an intersecting street. A second vehicle crossing will only be considered where a semi-circular type driveway is being proposed in front of the building that will provide access via one crossing and egress via the other and:

- The property abuts a busy street classified as a Collector road or higher, or has a traffic volume of at least 5,000 vehicles each day; and
- The frontage of the property is at least 18 metres wide; and
- The circular driveway is at least 3 metres wide; and
- The circular driveway intersects the street boundary at 90 degrees; and
- The inner radius of bends in the driveway are at least 4 metres; and
- There is at least 8 metres between the two vehicle crossings at the property frontage.

4.1.2 Crossing Width

The minimum width is 3 metres. This can be reduced to 2.8 metres if the road pavement is at least 8 metres wide.

Maximum 4 metres. More than 4 metres can be considered for a double garage close to the street frontage, provided the accessway intersects both the garage and the street boundary at 90 degrees and any bends on each side of the accessway have an internal radius of at least 4 metres and an external radius of at least 7.6 metres to the respective tangent points, to allow the car to leave the garage and cross the footpath at 90 degrees.

4.1.3 Streetscape

Where a property has a street frontage of less than 20 metres, the vehicle crossing must not take up more than 40 percent of that frontage. Where the property has a street frontage of at least 20 metres, the vehicle crossing must not take up more than 33 percent of the frontage. Vehicle crossings are not supported for single dwellings with a street frontage of less than 7.5 metres as this changes the nature of the street.

4.1.4 Accessway Width

An accessway past the dwelling is not considered practical unless the clear width between the dwelling and side fence is at least 2.5 metres.

4.2 Dual and Multi - Unit Development.

4.2.1 Number of Vehicle Crossings

Due regard will be given to Moreland Planning Scheme, however:

4.2.1.1 Vehicle crossings must not be located within 9 metres of the fenceline of an intersecting street for traffic safety. The site frontage dimensions stated below are not to include the first 9 metres measured from the fenceline of an intersecting street.

4.2.1.2 A second vehicle crossing is not permitted for multi-unit sites unless the street frontage of the site is at least 15 metres.

4.2.1.3 Where the site frontage is more than 15 metres wide but less than 18 metres, a second vehicle crossing will only be permitted where:

- the new crossing will abut the neighbour's crossing and will be constructed as a combined crossing with the neighbour's; or
- the new crossing allows the main accessway to be along the southern boundary of an east-west site, so the private open space of each lot will have a northerly orientation.

4.2.1.4 A third crossing is permitted where the frontage of the site is at least 30 metres wide.

4.2.2 Distance between crossings

Approval of a second vehicle crossing is subject to it being at least 8 metres from the first vehicle crossing (measured along the property boundary). This provides sufficient kerb-space (6m after subtracting the splays) for a car to park between the crossings without interfering with vehicles turning into or out of the property.

4.2.2 Crossing Width

The minimum width is 3 metres.

Maximum 4 metres. More than 4 metres can be considered for double garages close to the street frontage, provided the accessway intersects both the garage and the street boundary at 90 degrees and any bends on each side of the accessway have an internal radius of at least 4 metres and an external radius of at least 7.6 metres to the respective tangent points, to allow the car to leave the garage and cross the footpath at 90 degrees.

4.2.3 Streetscape

Where a property has a street frontage of less than 20 metres, the vehicle crossings must not take up more than 40 percent of that frontage. Where the property has a street frontage of at least 20 metres, the vehicle crossings must not take up more than 33 percent of the frontage.

4.2.4 Accessway Width

4.2.4.1 Dual Occupancy - An accessway for a single dwelling past another dwelling is not considered practical unless the width between the dwelling and side fence is at least 2.700 metres clear width unencumbered by eaves, other building service, fence posts, down pipes, equipment or structures.

4.2.4.2 Multi-Unit - An accessway for more than one dwelling past another dwelling must be at least 3 metres wide consistent with the requirements in the Planning Scheme.

5. NON-RESIDENTIAL CROSSINGS

Minimum width 3 metres, but should match the turning circles of larger vehicles that will use the crossing regularly.

Maximum width 7 metres.

Applications for crossings greater than 7 metres in width will be considered where it is shown by turning templates that the width is necessary.

6. APPLICATION PROCEDURE

Below is the application procedure for obtaining a vehicle crossing permit.

6.1 Initial Assessment

Applicants need to contact Council to arrange an initial site meeting with the responsible Council officer to discuss the application prior submitting an application.

Where vehicle crossings are associated with a planning permit, the applicant must produce a copy of the approved planning permit, both plan and conditions, at each agreed site inspection or meeting with the responsible Council officer.

After assessing the site conditions, the responsible Council officer will advise the applicant on the required actions.

Although the responsible Council officer may advise of the potential of vehicles scraping the proposed vehicle crossing, it may not be obvious by visual inspection. It is the landowner's responsibility to have the site properly surveyed to ensure the proposed vehicle crossing has adequate car clearance. Council will not accept liability if an approved vehicle crossing does not have adequate car clearance.

6.2 Appeal

Where the initial site meeting results in rejection of the proposed vehicle crossing, the applicant can appeal in writing to the Director City Infrastructure, with a plan attached, and specifically address why the relevant issues in Sections 2 & 3 & 4 of this Policy should not apply in that circumstance.

6.3 Obtain Vehicle Crossing Permit

When the initial site meeting or appeal gains 'in principal' support for a vehicle crossing, with or without conditions, the Vehicle Crossing permit must then be obtained prior to construction, from the Municipal Office, 90 Bell Street, Coburg 3058, upon paying the prescribed fee.

A copy of the standard crossing designs will be issued with the permit. A list of Council recommended contractors is available at this time.

6.4 Pre-Pour Inspection

The responsible Council officer must inspect and approve the excavation and site preparation prior to concrete being poured for the crossing to be accepted. The responsible Council Officer will require at least 2 days notice.

6.5 Final Inspection

After approximately four weeks, a final inspection is carried out. Cost for any reinstatement/rectification works carried out by Council will be charged to the landowner/applicant.

7. STANDARD OF CONSTRUCTION

Applicants must arrange for a suitable contractor to construct the vehicle crossing. A list of suitable contractors registered with Council is available on request. All vehicle crossings must meet current Council's specifications, requirements and standards, which are issued with the vehicle crossing permit. Applicants must ensure that the construction of the vehicle crossing will be to a standard acceptable to Council. A traffic management plan must be in place during construction to manage traffic, particularly pedestrians. Where work has been undertaken which is unsatisfactory or has been constructed without the responsible Council officer carrying out the pre-pour inspection, Council reserves the right to have all or part of the vehicle crossing reconstructed at the applicant's cost to ensure it meets Council's standard.