

Vehicle Crossing Guidelines

Version: 1:0

Date Updated: 01 December 2020

Responsible Department: City Presentation - Asset Permits and Consent

Purpose

The purpose of these guidelines is to provide consistent and transparent framework for the placement, construction, alteration, and removal of vehicle crossings.

These guidelines aim to establish a balance between a property's access rights to a public road and the availability of kerbside parking while maintaining streetscapes that provide ample provision for trees, street furniture, bus stops and essential utilities.

Scope

These guidelines apply to vehicle crossings to all properties in the City of Casey.

Objectives

The objective of these guidelines are to:

- Enable the safe and practical application of City of Casey Community Local Law, and related legislation detailed in this document.
- Ensure property owners have reasonable access from their property to a public road.
- Ensure vehicle crossings are well sited, functional, and safe for pedestrians, cyclists and vehicle traffic, while not compromising road reserve-based assets and infrastructure such as street furniture, street lighting, utility infrastructure and other assets.
- Prevent unnecessary loss of street trees, landscaping or compromise space for future plantings of trees or other vegetation.
- Ensure there is no unnecessary loss of on-street parking spaces.

Supporting Documents

Engineering standard drawings can be used by anyone designing and building roads and civil infrastructure within the City of Casey. These Drawings fall into 2 categories:

- Drawings for **New and Growth Areas**. These can be found in the Engineering Design and Construction Manual (EDCM).
<https://vpa.vic.gov.au/strategy-guidelines/engineering-standards/>
- Drawings for **Existing Areas** (not fitting a category of **New and Growth Areas**). These can be found in the City of Casey's Standard Drawings.
<https://www.casey.vic.gov.au/engineering-standard-drawings>

Definitions

Vehicle Crossing	<p>A vehicle crossing is the connection of an accessway/driveway, from the edge of the property to the road, they often cross over a footpath, nature strip or kerb.</p> <p>A vehicle crossing allows vehicles to move between the property and the road. Vehicle crossings are the pathway constructed within the road reserve to enable access to and from a property onto the roadway.</p>
Council	<p>Means Casey City Council, being a body corporate constituted as a Municipal Council under the Local Government Act.</p>
Council Officer	<p>Means the Chief Executive Officer and staff of Council appointed by the Chief Executive Officer.</p>
Asset	<p>Means a resource or structure having a public service function and may require management by Council or another service authority.</p>

Relevant Legislation

Local Government Act

The Local Government Act - Clause 12 of Schedule 10 empowers Council to grant approval for the construction of vehicle crossings.

City of Casey Community Local Law

The City of Casey Community Local Law states:

- A person must not, except with a permit, allow any vehicle or recreational vehicle to enter or leave any land except by a Council approved vehicle crossing.
- A person who owns or occupies land, must ensure each point of vehicular access from a road to the land has an appropriately constructed vehicle crossing approved by Council.
- A person must not, without a permit, construct, install, remove, or alter a vehicle crossing.

Road Management Act

The Road Management Act states:

Vehicle crossings are the responsibility of the relevant property owner to construct, repair and maintain. Approval to construct a Vehicle Crossing is required by the relevant Road Authority. The Department of Transport (VicRoads) is the coordinating Road Authority for arterial roads and approval from VicRoads is required for applications relating to arterial roads.

Council is the coordinating Road Authority for all Roads other than Arterial Roads throughout the Municipality.

Planning and Environment Act.

A planning permit may be required to construct or alter a vehicle crossing from a State or Arterial Road or on any other land.

Guideline Statements

Construction Standards

Vehicle crossings must be constructed in accordance with the Victorian Planning Authority (EDCM), Council Standard drawings and any permit conditions as nominated by Councils Asset Permits and Consent Team.

Number of Vehicle Crossings per Property

More than one vehicle crossing may be considered with respect to the objectives of these guidelines. The total width of the accessway or vehicle crossing should not exceed 33% of the street frontage or 40% if the frontage is less than 20m.

Width of Vehicle Crossings

For residential properties, the standard width of a new single vehicle crossing is 3.5 metres measured at the property boundary. Consideration to reduce the width to a minimum of 3.0 metres or increase to a maximum of 5.5 metres may be considered with respect to protection of Assets and availability of street parking.

Application to vary from the standard 3.5 metre single vehicle crossing must be approved by Councils Asset Permits and Consent Team.

For commercial properties, the width shall be determined in accordance with relevant VPA EDCM Standard Drawings and to the satisfaction of Councils Asset Permits and Consent Team.

Alignment of Vehicle Crossings

Vehicle crossings should align perpendicular to the road or as near as practicable, mindful of curvilinear design of some road alignments.

Clear Sightlines for Vehicle Crossings

Clear sightlines of the new vehicle crossing must be achieved and shall be determined in accordance with the relevant Australian Standards to the satisfaction of the Responsible Authority.

On-Street Parking Spaces

Where an additional vehicle crossing is proposed the minimum distance between non-abutting vehicle crossings is required to be 7 metres, measured along the kerb from the closest edge of the vehicle crossings.

Abutting Vehicle Crossings

Abutting vehicle crossings adjoining properties is to be encouraged, as a means of optimising kerbside parking and enhancing egress and access to respective properties.

Streetscape Considerations

Council aims to enhance and maintain streetscapes. Vehicle crossings are to be constructed in a material and shape consistent with the overall appearance of the streetscape.

Placement of Vehicle Crossings

Vehicle crossings cannot be constructed through or over any reserve or adjoining properties.

Street Trees

Where vehicle crossings are proposed within the Tree Protection Zone (TPZ) or three (3) metres whichever is greater, consideration will be given with regard to the volume of TPZ encroachment, tree retention value, replacement value and the opportunity for further tree planting within the nature strip as part of the assessment.

Conditions regarding vehicle crossing construction methodology may apply as part of a permit approval. Where removal and / or replacement of a street/s tree are approved, all associated costs are the responsibility of the applicant.

Road Infrastructure Clearances

The applicant must contact the appropriate Authority to obtain approval prior to submitting a vehicle crossing Application to Council. Applications will not be considered without the relevant supporting documentation.

The applicant is responsible for the costs of any modification, relocation or removal of infrastructure required to facilitate a vehicle crossing to be constructed, altered, or removed.

Minimum Clearances	
Drainage Pits	0.75 Metres (Within 0.75 m - Install Class D Pit Lid)
Pram Crossing	2 Metres - Measured at kerb
Trees	TPZ or 3 m whichever is the greater
Intersections	6 Metres from Tangent point and clear of Splitter Island
Traffic Management Devices	1 Metre
Utility Service Assets (Water, Power and Telecommunication pits and poles)	1 Metre
Streetlight	1 Metre
Fire Hydrant	1 Metre
Legal Point of Discharge	1 Metre

Variation to these Guidelines

The standard vehicle crossings designs may not work effectively in some locations due to drainage channels, levels of the road and property, as well as other site constraints such as significant trees. Council will provide advice to applicants on modifications to the standard design as required.

Special Consideration and Dispensations

Approval may be granted for applications not complying with these guidelines. In this instance, the application may be considered by the Manager City Presentation or their delegate.

Requests for special consideration and dispensation may require further investigation. Should there be costs associated with these investigations, they are to be borne by the applicant.

Any proposal to vary the minimum clearance or to alter, relocate, modify, and/or reinstate any drainage infrastructure will be subject to special consideration by Manager of City Presentation or their delegate.

Any proposal to vary the minimum clearance to utility infrastructure or to alter, relocate, modify, and/or reinstate will be subject to special consideration by the Relevant Authority.

Redundant Vehicle Crossings

A vehicle crossing that becomes redundant because of a change to a property it serves must be removed and any footpath, nature strip, kerb and channel must be reconstructed to Council requirements at the cost of the owner/permit holder.

Redundant vehicle crossings must be removed at the same time as construction of new vehicle crossings, prior to the completion of development works and where access to property has been altered.

Financial Responsibility

The cost of construction and maintenance of vehicle crossings is the full responsibility of the property owner.

Maintenance Responsibilities



Figure 1: Maintenance Responsibilities for Urban Roadside



TIS: 131450

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