



POLICY NO:-

Infr CP050 – CROSSOVERS – APPROVALS, STANDARDS AND SUBSIDY**GOVERNANCE INFORMATION**

Procedure Link:	PR082	Administrative Policy Link:	NA
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ADMINISTRATION INFORMATION

History	1	ENG10	OCM: 20/04/11	Res: 96/11	Synopsis	Policy created.
	2		OCM: 10/05/12	Res:	Synopsis	Reviewed Policy Adopted
Version	3	CP050	SCM 26/07/18	Res: 251-18	Synopsis	Reviewed and Adopted by Council
Version	4	Infr CP050	SCM 30/09/20	Res: 270-20	Synopsis	Reviewed and Adopted by Council
Version	5	Infr CP050	OCM 28/09/22	Res: 243-22	Synopsis	Reviewed and Adopted by Council
Version	5	Infr CP050	OCM 23/10/24	Res: 275-24	Synopsis	Reviewed and Adopted by Council

1. RESPONSIBLE DIRECTORATE

Infrastructure

2. PURPOSE OR OBJECTIVE

The purpose of this policy is to:

- Control the construction of crossovers in urban and rural areas within the Shire;
- Ensure that any constructed crossovers are built to Council's required standards; and
- Provide guidance on the calculation of the subsidy due for eligible crossovers

3. DEFINITIONS

A crossover is defined as a crossing that is constructed to give access to private land from a public thoroughfare. Generally, the crossing is situated on a road verge between the edge of a sealed road and the adjoining property boundary.

4. POLICY

An application form is to be completed and submitted for every proposed crossover by or on behalf of the current property owner. No crossover is to be commenced until Shire approval (with or without conditions) is granted. An application form is not required when the crossover forms part of a subdivision/development application that requires the preparation of engineering drawings which includes the provision of crossovers.

Layout

Dimensions of crossovers are to be in accordance with the specifications provided within this policy and variations to the specifications may be approved by the Chief Executive Officer.

The proposed location for a crossover must be approved by the Shire of Dardanup. Shire staff shall assess the location in terms of its suitability, visibility and sightlines, safety, services and other infrastructure.

All crossovers must be linked to a driveway access within the property. Standalone crossovers for the purpose of only parking vehicles on the verge shall not be approved under the requirements of this policy. However, parking bays on residential property verges may be considered under Policy E6.9 – Residential Road Verge Policy.

Crossovers should be constructed such that any ramping within the longitudinal profile allows the clear movement of a standard vehicle. In areas of steep grades, the Council may request a longitudinal profile to be provided to confirm that the crossover does not exceed maximum grades and that any changes in longitudinal grades are within an acceptable range.

It is a requirement in built-up areas that a minimum of 2.5 metres from the kerb line is constructed at a gradient of 2% to accommodate any future pathways within the road verge. This requirement may be relaxed under certain circumstances (e.g. due to restrictive site conditions) and may only occur with the approval of Council.

Specifications and Requirements

The following specifications are the minimum standard required and Shire Technical Staff may stipulate further requirements depending on the site conditions, the nature and purpose of the proposed crossover, and any other conditions which may require attention.

RESIDENTIAL (IN BUILT UP AREAS) CROSSOVER – STANDARD SPECIFICATION	
Dimensions	<p>Width – standard 3m, min. 3m, max. 6m Winged at the kerb line – 1.5m wide Dimensions may be varied subject to approval.</p>
Construction/ Materials	<p>Any of the following surface types are acceptable:</p> <p>Concrete (including decorative and exposed aggregate concrete, excluding poured limestone) – min. 100mm thick, reinforced (SL62 mesh) concrete (min. 25MPa), on compacted bedding sand on a suitable subgrade (90% MDD or 7 blows PSP).</p> <p>Poured Limestone – min. 125mm thick, reinforced (SL62 galvanised mesh) limestone concrete (min. 15MPa), on compacted bedding sand on a suitable subgrade (90% MDD or 7 blows PSP).</p> <p>Bitumen Spray Seal – min. 150mm thick compacted gravel base course (92% MDD) on a suitable subgrade (90% MDD or 7 blows PSP), two-coat bitumen emulsion spray seal with 10mm and 7mm aggregate (“double/double seal”) Note: although acceptable, this type of surface is not recommended for areas of high vehicle stresses (i.e. heavy turning)</p> <p>Asphalt - min. 150mm thick compacted gravel base course (92% MDD) on a suitable subgrade (90% MDD or 7 blows PSP), with 25mm thick of AC5 or AC7 asphalt (basalt aggregate) or 30mm thick of gravel-pave (laterite aggregate) asphalt.</p> <p>Brick Paved – 150mm compacted sub base of limestone or crushed rock base (90% MDD), 30mm compacted screeding sand with min. 60mm thick clay or concrete pavers. Rectangular pavers to be laid in herringbone pattern at 45 degrees to the direction of vehicle movement. Square pavers to be staggered where laid perpendicular to direction of vehicle movement otherwise at 45 degrees to the direction of vehicle movement. All pavers shall be laid with a header course along all edges, compacted and joint filled with sand. All free edges are to be restrained by means of a mortar or concrete edge restraint.</p>
Other	<p>Flush concrete edge beams are required on all free edges of bituminous and asphalt crossovers. This is required to prevent edge breakages.</p> <p>It is recommended that exposed aggregate concrete and poured limestone crossovers are sealed using a supplier recommended sealing product.</p> <p>Exposed aggregate crossover min. thickness of 100mm is measured as the finished thickness following aggregate exposure. It is recommended that formwork be set at 110mm to achieve a final thickness of 100mm.</p>
Standard Drawings	<p>Standard drawings are available to assist in the preparation of designs for crossovers and depict the above minimum requirements.</p>

INDUSTRIAL / COMMERCIAL CROSSOVER – STANDARD SPECIFICATION	
Dimensions	Width – min. 6m, max. 12m (subject to vehicle size and manoeuvrability) Suitable radius at the kerb line – to be designed to accommodate the largest anticipated vehicle configuration to enter and exit site. Dimensions may be varied subject to approval.
Construction/ Materials	Any of the following surface types are acceptable: Concrete – min. 125mm thick, reinforced (SL72 mesh) concrete (min. 25MPa), on compacted bedding sand on a suitable subgrade (95% MDD or 7 blows PSP). (Note: Poured limestone, and exposed aggregate concrete is not accepted) Asphalt - min. 200mm thick compacted gravel base course (96% MDD) on a suitable subgrade (92% MDD or 7 blows PSP), with 25mm thick of AC7 or AC10 asphalt (basalt aggregate). Brick Paved – 150mm compacted limestone sub base (95% MDD), 30mm compacted screeding sand with min. 76mm thick clay or concrete pavers. Pavers to be laid in herringbone pattern with a header course along all edges, compacted and joint filled with sand. All free edges are to be restrained by means of a mortar or concrete edge restraint. (Note: Brick paving is not accepted on industrial crossovers with truck movements)
Other	Flush concrete edge beams are required on all free edges of bituminous and asphalt crossovers. This is required to prevent edge breakages.
Standard Drawings	Due to the large scope of businesses and environments standard drawings are not available. Each crossover must be designed and assessed on a case-by-case basis.

RURAL CROSSOVER (OUTSIDE BUILT UP AREAS) – STANDARD SPECIFICATION (this does not include industrial or commercial properties)	
Dimensions	Width – standard 3.5m, min. 3.5m, max. 6m Min. 3m radius at the road edge Dimensions may be varied subject to approval.
Construction/ Materials	Culvert – a suitably sized culvert must be provided on all crossovers (min. 450mm diameter). Any of the following surface types are acceptable: Gravel – min. 150mm thick compacted gravel Bitumen Spray Seal – min. 150mm thick compacted gravel base course (95% MDD) on a suitable subgrade (90% MDD or 7 blows PSP), two-coat bitumen emulsion spray seal with 10mm and 7mm aggregate (“double/double seal”) Note: although acceptable, this type of surface is not recommended for areas of high vehicle stresses (i.e. heavy turning) Asphalt - min. 150mm thick compacted gravel base course (95% MDD) on a suitable subgrade (90% MDD or 7 blows PSP), with 25mm thick of AC5 or AC7 asphalt (basalt aggregate) or 30mm thick of gravel-pave (laterite aggregate) asphalt.
Other	Flush concrete edge beams are recommended on all free edges of

RURAL CROSSOVER (OUTSIDE BUILT UP AREAS) – STANDARD SPECIFICATION (this does not include industrial or commercial properties)	
	bituminous and asphalt crossovers. This is required to prevent edge breakages.
Standard Drawings	Standard drawings are available to assist in the preparation of designs for crossovers and depict the above minimum requirements.

Other Requirements

Where a concrete pathway exists on the verge, the pathway must remain in place and shall not be removed unless it requires repair. Crossovers must be installed to butt up to the pathway and the surface should be finished flush with the pathway surface with no trip hazards.

Where a kerb is not a mountable type and requires modification, and is adjacent to a residential property, the Council will saw cut and remove the section immediately adjacent to the crossover location, at no cost to the property owner. The property owner will be responsible for the cost of installing a mountable kerb or a ramp to the satisfaction of the Council. The property owner may request the Council to organise the new kerbing; however, all costs associated with this shall be borne by the property owner. In all other areas not designated as residential, the cost of removing and replacing kerbing is the responsibility of the property owner and to the satisfaction of the Council.

Where a crossover installation requires modification of other Council infrastructure (e.g. storm water gullies etc) then such modification shall be carried out by Council or Council approved contractor at the cost of the property owner. All other infrastructure within close proximity to the crossover should be protected and any damage shall be rectified at the property owners expense.

The owner of the crossover shall ensure that the crossover is adequately drained. Council may stipulate requirements for the drainage of the crossover and shall not accept any responsibility for any drainage problems as a result of the installation of the crossover. The property owner shall ensure that the surrounding verge and/or neighbouring properties are not adversely affected by the crossover.

The owner of the crossover shall ensure that the verge is left tidy at the completion of works and that any spoil, surplus materials and waste are disposed of correctly.

Property owners and contractors are to ensure that sand, silt, fines, residues, slurry, dust or any other contaminant do not spill over onto the road and/or are not washed into the roadside drainage as a result of the construction of a crossover. This includes any slurry or washed concrete from exposed aggregate finishes. Such materials have the potential of reducing the infiltration properties of Council drainage basins by “clogging” the sands within these basins. Property owners and contractors must ensure that appropriate measures are in place to contain any contaminants prior to commencing any works.

Ongoing Maintenance

The ongoing maintenance and upkeep of crossovers is the responsibility of the property owner and at their own cost. The Council does not accept any costs associated with any repairs, unless the repairs are required as a direct result of the action by Council and any of its contractors.

Subsidy

The Shire of Dardanup is bound by the Local Government Act 1995 and Local Government Regulations 1996 which state that the local government is obliged to bear 50% of the cost of a standard crossover if:

1. It is the first crossover to the property;
2. the crossover is a standard crossing or is a type that is superior to a standard crossing; and
3. the crossover is approved by the local government.

For residential crossovers, the subsidy payable is calculated as 50% of the estimated cost to construct a standard crossover. The subsidy is calculated as:

Subsidy Payable (ex. GST) = \$Rate per metre x Length of Crossover.

The “*\$Rate per metre*” is the rate adopted annually by Council in the Fees & Charges section of the Budget.

The “*Length of Crossover*” is measured along the centreline of the crossover from the back of kerb to the property boundary, or where no kerb exists, from the edge of seal to the property boundary.

For rural crossovers, Council subsidy provided is the supply of a culvert pipe and matching precast headwalls only to a maximum size of 375mm diameter. Where a pipe size greater than 375mm diameter is deemed necessary, then the property will reimburse Council for the additional expenditure required over and above the cost of a 375mm diameter pipe and matching precast headwalls. It is the applicant’s responsibility to construct the crossover and install the culvert to the levels, specifications and satisfaction of Council.

The subsidy will only be provided on a one-off basis and for one (1) crossover per property.

Additional crossovers per property may be approved but the subsidy is not applicable. Such additional crossovers must comply with the requirements of this policy.

The subsidy will not be paid retrospectively and will be payable upon completion of the crossover, inspection and approval by Shire staff.