

	<b>COUNCIL POLICY</b>	<b>POLICY NUMBER</b>
	CONSTRUCTION OF PROPERTY ACCESS	C 014
<b>RESPONSIBLE OFFICER</b>	<b>APPROVAL DATE</b>	<b>REVIEW DATE</b>
GENERAL MANAGER	28 March 2012	June 2018

## 1.0 POLICY STATEMENT

1.1 All properties that access a Council road must have an access constructed to Council standard.

## 2.0 OBJECTIVE

2.1 To ensure all access and egress onto Council roads are constructed to a uniform standard.

## 3.0 SCOPE

3.1 This policy applies to all land within the Municipality.

3.2 This policy is also designed to make clear and enforce the provisions made under the Road and Jetties Act 1935 - Part 16AA Maintenance and repair of vehicular access and the LGAT Standard Drawing "Rural Roads Typical Driveway Profile TSD-R04-v1" (as amended).

3.3 Due to Council being in a rural area, there are accesses that have been constructed to a substandard level. Many have pipes that are less than the minimum required 300mm diameter or in some cases, no pipes at all. This causes drains to block creating a nuisance and possible traffic hazard to road users whilst damaging Council's assets.

3.4 This policy has been developed to formalise a process whereby there is a clear understanding between Council and property owners when a property access needs to be upgraded or constructed so to prevent or correct a nuisance being caused by that access.

## 4.0 PROCEDURE

### Subdivision & Development Applications

#### 4.1 Access to Sealed Roads

- (i) All new subdivisions, dwellings and other development that access sealed roads shall have an individual access constructed and sealed to Councils adopted standard and applicable conditions of planning approval. An application must be lodged with Council prior to undertaking work.

#### 4.2 Access to Gravel Roads

- (i) All new subdivisions, dwellings and other development that access gravel roads shall have individual accesses constructed to Councils adopted standard and applicable conditions of planning approval. An application must be lodged with Council prior to undertaking work.

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- (iii) In some circumstances Council may require the access to be sealed for safety or to prevent erosion problems. In these circumstances Council will seek advice from the Municipal Engineer.

#### **4.3 Existing Access**

- (i) Where an existing access is part of a new subdivision/development and that access meets a sealed road, that access will need to be upgraded (if necessary) to Councils adopted standard and sealed. An application must be lodged with Council prior to undertaking work.
- (ii) Where an existing access is part of a new subdivision/development and that access meets a gravel road that access will need to be upgraded (if necessary) to Councils adopted standard. In some circumstances Council may require the access to be sealed for safety or to prevent potential erosion problems. In these circumstances the Municipal Engineer will assess and determine accordingly.

#### **4.4 Boundary Adjustments – Sealed Roads**

- (i) In the case of a boundary adjustment where no additional lots are created and such adjustment is considered by Council to be of an insignificant nature (upon advice from the Council Planner) and the property is served by an existing access, Council may, through the General Manager, relax the provisions of Clause 4.1(i) or 4.2(i) of this policy.

#### **Existing Access Upgrades**

#### **4.5 Nuisance**

- (i) A property access is deemed a nuisance when it causes drains to be blocked or water to run over the road or otherwise causes a negative impact on councils road and stormwater system working effectively.
- (ii) A property access deemed to be a nuisance shall be constructed in accordance with the relevant standard municipal drawing. This will generally require 2 x class 4 concrete 300mm diameter pipes, 2 x headwalls and be sealed to the property boundary if the adjoining road is sealed. This shall be at the cost of the property owner (including machinery and labour installation costs). An application must be lodged with Council prior to undertaking work.

The requisite application form is 'Application to carry out works in a Council road reserve.'

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This policy was approved at the ordinary Council meeting held on 22 June 2016, resolution number 16/06.2016/C.



Robert Higgins  
General Manager

Policy Approved – March 2012

Policy reviewed – September 2014 & January 2015

Policy reviewed – June 2016

**Disclaimer**

That this policy be read in conjunction with any or all other Council and/or Management Policies