

# APPLICATION TO CONSTRUCT AN INVERT & CROSSOVER ON A PUBLIC ROAD

Pursuant to Section 221 Local Government Act 1999  
A minimum of 5 days are required to assess applications

## DETAILS

Applicant (Owner) name: .....

Email address: ..... Phone number: .....

Address: ..... Postcode: .....

Contractor name: ..... Phone number: .....

Address: ..... Postcode: .....

Site address: ..... Postcode: .....

## DETAILS OF INVERT

Width of proposed driveway: .....metres    Width of property frontage: ..... metres

Please note that for residential properties the minimum permitted crossover width is 3 metres for a single driveway and the maximum permitted crossover width is 5 metres for a double driveway.

## DETAILS OF CROSSOVER (Please select a type of finish)

Residential                   Concrete 100mm                   Paving 60mm

Non-Residential                   Concrete 150mm                   Paving 80mm

Length across footway: ..... metres                  Colouring: .....

Special Considerations: .....

## DECLARATION

- I, the Applicant, request approval to construct an invert & crossover in accordance with the details above, the diagram attached and Council's conditions overleaf.
- I, the Applicant, understand that in accordance with Local Government Act 1999 Section 218, if the invert crossover is not constructed in accordance with the approved permit issued by Council; and, rectification work specified by Council is not carried out by the property owner within a reasonable amount of time, Council is able to engage a contractor to carry out the work specified by Council and recover the cost of the work from the property owner.
- I have submitted the contractor's public liability insurance Certificate of Currency in the sum of not less than **TWENTY MILLION DOLLARS (\$20,000,000)** with this application.

Applicants Signature: ..... Date: .....

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**APPLICATION FEE: \$45 (in financial year 2021/22)**

## CREDIT CARD PAYMENT

VISA

MASTERCARD

CREDIT CARD NUMBER \_\_\_\_\_

CARD HOLDERS NAME.....

CARD EXPIRY DATE:..... CVV..... TOTAL AMOUNT \$.....

SIGNED..... DATE.....

1. Vehicle crossovers are 3 metres wide for a single driveway or up to 5 metres wide of a double driveway. Requests for crossovers greater in length may be considered, but will require separate approval from the City Assets & Services Department.
2. Crossover width should not exceed 30 percent of the frontage of the site.
3. Inverts & crossovers may not be constructed within 10 metres of an intersection.
4. Any disused invert & crossover must be reinstated to kerbing, footpath & verge at the time the new invert and crossover is constructed.
5. Inverts & crossovers may not be constructed within one metre of stobie poles or stormwater entry pits.
6. The driveway crossover is to be non-slip with a brushed finish, concrete aggregate or paver; and, the crossover may extend from within the property, over the property line, to the invert at the road.
7. No street furniture (e.g. street trees, street signs, traffic signs, stobie poles, side entry pits, Telstra infrastructure etc) may be removed for the purpose of providing an invert & crossover except with the express approval by the City Assets & Services Department and any other relevant authority. An additional charge will be levied if applicable.

### 8. Street Trees

City of Holdfast Bay Tree Management Policy endeavours to protect all trees within Council's public realm to preserve the amenity value of streetscapes and neighbourhoods. Where trees in the public realm (verge, reserve) may be impacted or affected by site demolition and/or construction, an assessment by Council's Arborist must be conducted.

Trees can only be removed for construction of a new driveway if the tree has a low useful life expectancy and/or has low amenity value and; all other possible designs have been considered.

If removal of a healthy and structurally sound street tree is agreed to by Council, the applicant will be invoiced by Council for removal costs and replacement fees in accordance with Council's Schedule of Fees and Charges. The lost amenity value of the tree will be calculated using the Revised Burnley Method of Tree Valuation.

For all new driveways, a minimum of 1.0 metres clearance from a street tree on the verge is required. However, this distance may be increased depending on the tree size, age, condition, structure, canopy and health, to ensure that the tree is retained in a sound condition, reduce impact on its root system and to increase longevity.

For any new (developments/driveways) constructed under existing tree canopies, applicants are advised that trees will not be pruned to the detriment of the tree's health and longevity. In addition, trees will not be fence-lined as this will result in an unbalanced tree.

The City of Holdfast Bay conducts all tree pruning in accordance with Australian Standard AS4373, 'Pruning of Amenity Trees' and Council's Tree Management Policy. Footpath levels must be approved by the City Assets & Services Department prior to the start of excavation.

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**9. Finished level on crossover at boundary must be a minimum of 75mm above level on top of adjacent kerb. In accordance with AS 2890.1, changes in grade shall not exceed 12.5% (1 in 8). Transitions of at least 2m in length will be required between the main grade lines whose change in grade exceed 12.5 %.**

**The maximum gradient of a driveway shall be 5% across the footpath and 20% within the property.**

**10. Invert profile must conform to AS2876.**

Note: invert must be poured integrally with watertable i.e. the entire kerb and watertable must be excavated prior to construction. The practice of breaking away the top kerb section of existing integral kerb and watertable is unacceptable. Note: Special Conditions below (**Part 14**) for Non residential property.

## **11. Concrete**

- Ready mix must comply with **AS1379** and have a minimum compressive strength of 20mpa and a maximum water/cement ratio of 0.5 or slump of 100mm.
- Hand mixed may not be used unless it complies with **AS1480**.
- Surface finish: inverts – smooth steel trowel. Crossovers – broom finish or woof float. Note: a smooth steel trowel finish is not acceptable on crossovers.
- Colouring may be added in accordance with accepted concreting practice.
- Reinforcement need not be provided except in accordance with (**Part 14**) below.
- Minimum thickness: 100mm except in accordance with (**Part 14**) below.

## **Paving brick or blocks**

- Interlocking type bricks or blocks minimum 60mm thick to be used only, except in accordance with (**Part 14**) below.
- Bricks or blocks must be bedded in sand bedding minimum 20mm thick spread on a base of compacted quarry rubble minimum 75mm thick.
- Edges must be restrained by a concrete retainer in accordance with established good practice.

## **Hotmix**

- Minimum thickness 25mm compacted except in accordance with (**Part 14**) below.
- Hotmix must be laid at temperature within 4C of supply temperature and in accordance with good practice.
- An approval bonding agent must be applied to base material and allowed to cure in accordance with suppliers recommendations, prior to laying.
- Base must be of compacted quarry rubble minimum 100mm thick except in accordance with (**Part 14**) below.

**12.** The work must be protected by appropriate safety barriers at all times in accordance with AS1742.3.

**13.** No material may be stockpiled on the road or footpath at any time.

**14.** All work must be completed in a tradesman like manner and the site and adjoining road and footpath cleared of all rubbish, spillage, excess fill or material and framework as it accumulates.

**15.** Verges must be backfilled with soil or dolomite; not rock, mud or rubble.

**16.** Underground services must be located prior to commencing excavations. Dial Before You Dig 1100.

**17.** Any cost incurred by Council in reinstating either road or footpath surface as a result of invert & crossover construction will be charged to the property owner in accordance with the provisions of the Local Government Act 1999 Section 218.

**18.** The Applicant acknowledges that the Council is not liable for any injury, damage or loss resulting from the granting of this permit; and, the Applicant indemnifies and holds harmless the Council in respect of any claim that may arise from such injury, damage or loss.

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## 19. SPECIAL CONDITIONS FOR NON-RESIDENTIAL PROPERTIES:

### **Concrete Work**

All concrete must be minimum 150mm thick.  
F72 reinforcing mesh must be provided 50mm above base of slab.

### **Paving blocks or bricks**

Rubble base must be a minimum 150mm thick.  
Pavers must be minimum 80mm thick.

### **Hotmix**

Hotmix must be minimum 40mm compacted thicknesses.

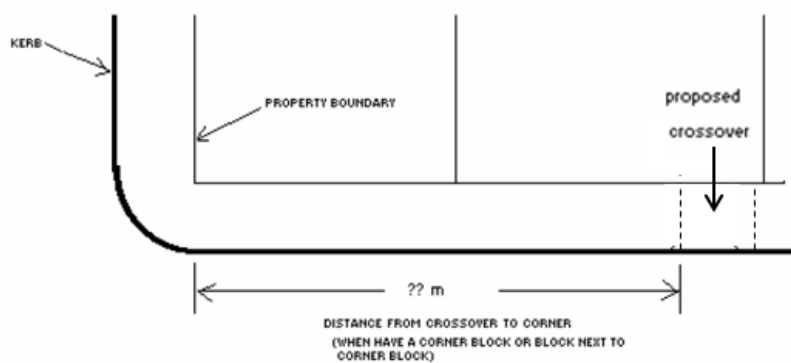
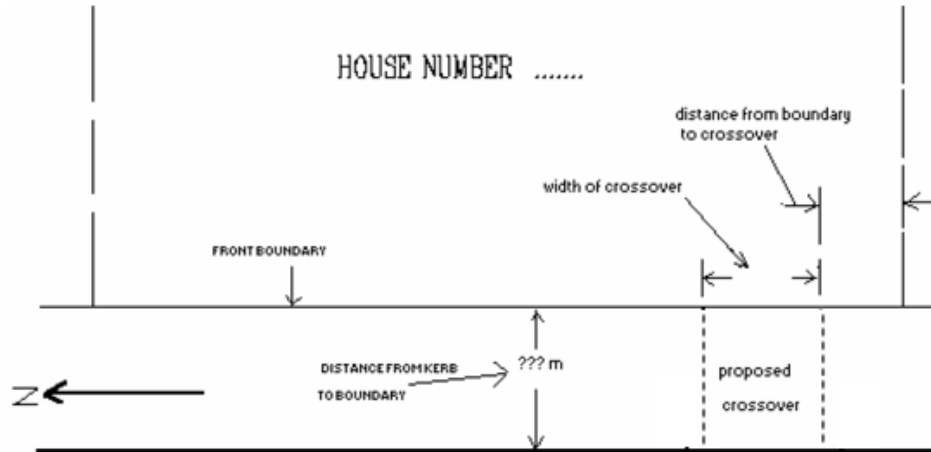
***It is an offence to alter a public road without approval from the Council. Maximum Penalty \$5000***

## **DIAGRAM OF PROPOSED INVERT & CROSSOVER**

Please draw a diagram of the proposed invert & crossover in this space and attach any relevant plans.

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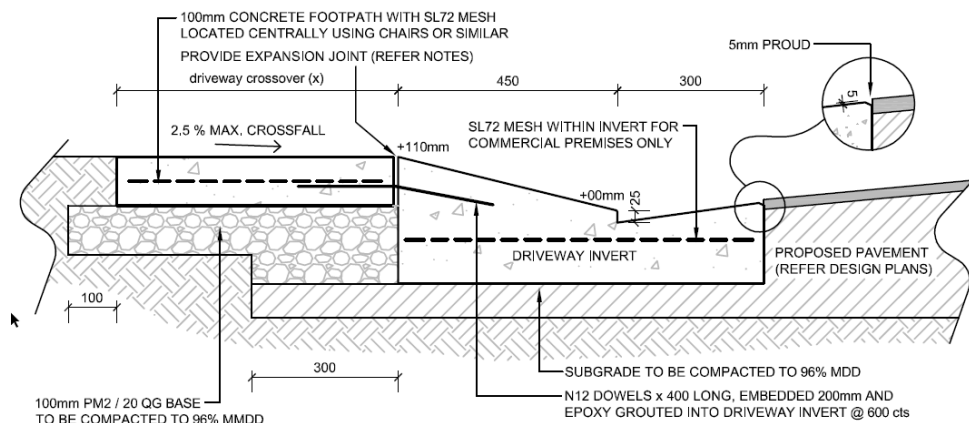
Your diagram should be similar to these examples:



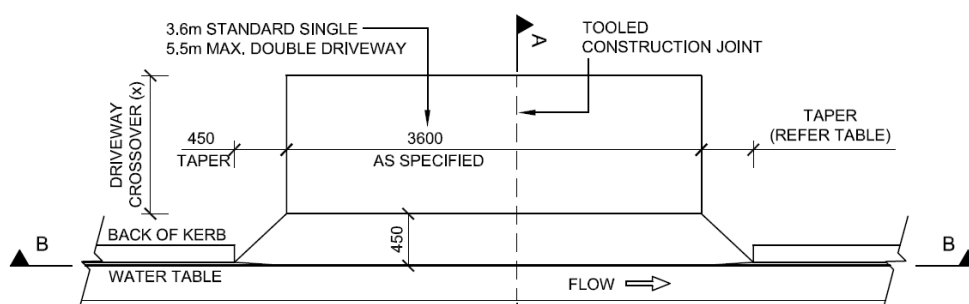
STANDARD DRAWING FOR DRIVEWAY INVERT & CROSSOVER INSTALLATION

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## STANDARD DRAWING FOR DRIVEWAY INVERT & CROSSOVER INSTALLATION



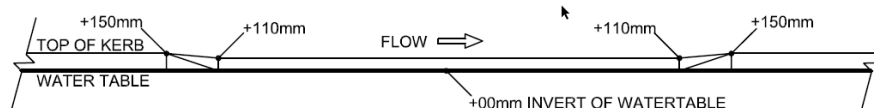
SECTION A-A



CROSSOVER WIDTH REQUIREMENTS DEPENDENT ON ROAD CLASSIFICATION	
ROAD CLASSIFICATION	WIDTH (x)
LOCAL	900mm
COLLECTOR / DISTRIBUTOR	2100mm

TAPER REQUIREMENTS FOR TAPER ON DOWNSTREAM SIDE OF INVERT	
GRADE	TAPER LENGTH
< 7.5%	450mm
7.5% - 12%	900mm
> 12%	1500mm

PLAN



ELEVATION B-B

REV	DESCRIPTION	APPROVED	DATE

STANDARD DRIVEWAY INVERT & CROSSOVER INSTALLATION  
DRIVEWAY INVERT FOR 150 UPRIGHT KERB PROFILE

SCALE AT A4

NOT TO SCALE

DATE