

# Driveway and Pipe Culvert Access Crossings Policy

## 1 Purpose

This policy is to clarify the Council's position regarding:

- Requirements for approval to construct or modify a driveway
- Design standards required for driveways
- Removing and/or constructing pipe culvert access crossings for driveway access

## 2 Policy

All Road Reserves within the Coffs Harbour LGA fall under Council's authority except the State Highway and Community titled land. Section 138 of the Roads Act requires Council consent to undertake works within a Road Reserve which includes driveway and driveway crossings. The following documents Council's policy regarding driveway design, construction or modification and pipe culvert access crossings.

### 2.1 Driveway design, construction and/or modification

1. Any person or delegate intending to either construct a permanent driveway or modify an existing driveway for a property must submit an application to Council.
2. Any design and/or construction of driveways must meet Council's driveway standards.

### 2.2 Pipe Culvert Access Crossing

1. Where Council recovers pipes from access culverts during construction and maintenance, Council:
  - i. **Will not** provide the property ratepayer a rebate in respect of the pipes recovered from the driveway access crossing, regardless of whether they were previously paid for by the adjacent land owner or ratepayer.
  - ii. May offer the pipes to the adjacent owner or ratepayer at the time of removal, subject to there being no financial burden to Council.
2. Where Council is faced with designing a driveway access crossing across drains that are in excess of a standard access pipe, Council:
  - i. May limit the charge to the land owner or ratepayer.
  - ii. Will provide a special crossing over the drain, regardless of the culvert size required to accommodate the flow in the drain.
  - iii. Will limit the charge to the land owner or ratepayer to the current charge for a 600mm diameter pipe access culvert.

## 3 Definitions

**Pipe Culvert Access Crossing:** A pipe and wingwall construction (usually in a table drain) of a road, that allows access from the road carriageway to property.

**Driveway:** The constructed access, most commonly concrete, from the carriageway to the property, usually in an urban environment.

## 4 Key Responsibilities

The Director of Sustainable Infrastructure is responsible for the communication and implementation of this Policy.

## 5 References

- Roads Act 1993
- Local Government Act 1993
- Local Government General Regulation 2005

## 6 Details of Approval and revision

- **Approval date: 14/09/2017**
- **Responsible Section: Asset Strategies**
- **Superseded policies/procedures:**
- **Next review date: 14/09/2021**

Table of amendments

Amendment	Authoriser	Approval ref	Date