

# CROSSOVERS AND REAR ACCESS WAYS

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## Purpose

The purpose of this policy is to ensure that vehicle crossovers and rear access ways are constructed in accordance with the **City's** Vehicle Crossover Specification (CKS-300) and the requirements of the *Local Government Act 1995* (the **Act**) schedule 9.1.7, Local Government (Uniform Local Provisions) Regulations 1996 schedule 12-17 and its subsidiary legislation.

## Definitions

**Act** means the *Local Government Act 1995*.

**City** means the City of Karratha.

**Crossover** means the portion of the paved vehicle access way within the verge providing access from a public access road to the property boundary.

**Drainage reserve** is the portion of land set aside for drainage purposes, usually containing either a drainage basin or an open drain.

**Owner** means the person/s or company/s that are the legal title holders of the property for which the crossover is being applied for.

**Rear access way** is an access way between the road reserve and the rear property boundary that crosses a drainage reserve.

**Road reserve** is a portion of land adjacent to a property boundary that provides legal access and may contain both verges and the road carriageway.

**Standard crossover** means a standard residential/group dwelling crossover defined as three (3) metres wide, constructed with concrete or concrete pavers and excluding stormwater management elements. A standard commercial/industrial crossover shall be defined as six (6) metres wide, constructed with concrete and excluding stormwater management elements.

**Stormwater management infrastructure** means all culverts (pipes or box culverts), headwalls, wingwalls, aprons and rock pitching.

**Verge** is the section of the road reserve between the property boundary and the road kerb line or edge of bitumen.

## Policy Statement

This policy only applies to Local Government gazetted roads. Crossovers for properties that abut a State Government Road require Main Roads WA approval.

Vehicle crossovers are required to be constructed prior to the occupation of a residence or clearance of conditions of a development. All crossovers and rear access ways must be approved by the City prior to construction. The City may also request a property owner to construct a crossover or rear access way within a specified timeframe. A property owner may be eligible for a crossover subsidy in certain circumstances.

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### 1. Specifications and Design

Residential and commercial crossovers must be designed and constructed in accordance with the Residential and Commercial Crossover Standard Drawing, respectively, and the City's Vehicle Crossover Specification (CKS-300).

Commercial Crossovers are to be suited to the development type and vehicle usage requirements.

Crossovers and rear access ways, over an open drain, shall require the installation of all stormwater management infrastructure necessary to maintain the correct flow through the drain. All stormwater management infrastructure must be designed in accordance with the City's Stormwater Design Guidelines (CKS-500) and the City's Vehicle Crossover Specification (CKS-300).

### 2. Approval

The approval of a crossover or rear access way construction is subject to the submission of a crossover application form to the City prior to construction. The City is authorised to grant this approval under the Local Government (Uniform local provisions) Regulations 1996, sch 12 – 18.

The application must include a general location plan with dimensions and a copy of the contractor's public liability insurance to the value of five million dollars (\$5,000,000). The insurance must be maintained for the duration of the crossover construction.

If a second crossover is required, the owner will be required to submit a separate crossover application following the same crossover approval process as listed above.

A drainage study is required only if the crossover or rear access way crosses or interacts with drainage infrastructure. The culvert infrastructure must be sized appropriately and to the satisfaction of City Officers.

Residents submitting crossover and rear access way applications are responsible for compliance with Aboriginal Heritage laws, including the *Aboriginal Heritage Act 1972 (November 2023)*.

### 3. Construction

Crossovers shall be constructed to the City's Vehicle Crossover Specification (CKS-300) and the City's standard crossover design and rear access ways drawings.

During crossover construction, the contractor/owner is responsible for repairs to any damaged infrastructure and reinstatement and clean-up of the verge.

Any redundant crossovers should be removed, and the verge is to be reinstated to City Officer's requirements at the time of construction. All costs associated with removal and reinstatement are at the owner's expense.

### 4. Inspections

Crossovers and rear access ways are subject to inspections by City Officers.

It is the responsibility of the contractor/owner to notify the City prior to any preparatory or construction works to ensure that the correct inspections are conducted.

### 5. Subsidy

The City of Karratha shall subsidise fifty percent (50%) of the crossover cost based on the dimensions of a standard crossover, in accordance with the Local Government (Uniform Local Provisions) Regulations 1996 (Sch. 9.1, cl. 7(4)), and subject to the crossover complying with the City's Vehicle Crossover Specifications (CK-300) and all construction requirements.

The subsidy rebate is calculated by the length of the crossover (edge of bitumen to the property boundary) multiplied by the width of a standard crossover multiplied by the calculated cost per square metre of a constructed concrete crossover. The calculated cost is based off the average market rate per square metre and is included in Council's Annual Budget, Fees and Charges.

The following conditions apply in relation to eligibility of a crossover for a subsidy:

- 5.1. Only the first crossover for a property is eligible for a subsidy.
- 5.2. The subsidy shall apply to industrial, commercial, and grouped dwellings as well as single residential. In the case of strata titles, a subsidy shall apply to each individual crossover up to the number of dwellings.
- 5.3. The Application for a crossover subsidy must be submitted within six (6) months from the date of completion on the prescribed form.
- 5.4. The applicant must comply with the crossover policy, specifications, approvals, construction and inspections.
- 5.5. Should applicants pour concrete or construct the crossover prior to approval, their right to claim a subsidy will be void.
- 5.6. The cost of implementing stormwater management measures is not eligible for subsidy.

#### 6. Post Crossover Construction Responsibilities

The property owner shall be responsible for the maintenance of the crossover surface and any stormwater management devices to ensure that it remains in a safe and trafficable condition. The City may request the owner to undertake repairs to the crossover and any stormwater management infrastructure at the owner's expense.

In the event of catastrophic damage, the City will assume responsibility for any repairs of all stormwater management infrastructure and the owner will be responsible for repairing all surface treatments.

In the event of catastrophic damage, the City will assume responsibility for any repairs of all stormwater management infrastructure, while the owner will be responsible for repairing all surface treatments. Additionally, the owner is still responsible for ensuring that the infrastructure remains well maintained.

The City reserves the right to remove a crossover or rear access way for the purpose of carrying out works. Reinstatement of an approved crossover or rear access way shall be carried out by the City in consultation with the property owner.

#### 7. Consequences and Legislations

This policy represents the formal policy and expected standards of the Council. Appropriate approvals need to be obtained prior to any deviation from the policy. Elected Members and Employees are reminded of their obligations under the Council's Code of Conduct to give full effect to the lawful policies, decisions, and practices of the Council.

Infringements of up to \$5,000 may apply if a property owner does not comply with this Policy, the *Local Government Act 1995* and the Local Government (Uniform Local Provisions) Regulations 1996 and in particular Regulations:

12. Crossing from public thoroughfare to private land or private thoroughfare.
13. Requirement to construct or repair crossing.
14. Role of the Commissioner of Main Roads, in some cases.
15. Contribution to cost of crossing.
17. Private works on, or under public places.
18. Protection of watercourses, drains, tunnels and bridges.
19. Protection of thoroughfares from water damage.

## Related Documents

Legislation & Local Laws	<i>Local Government Act 1995</i> Local Government (Uniform Local Provisions) Regulations 1996 Australian Standard AS 1742.3 2009 Code of Practice for Traffic Management at Road Works
Strategies & Plans	<u>Strategic Community Plan 2020-2030</u>
Related Council Policies	City of Karratha Code of Conduct
Procedures, Documents & Forms	Vehicle Crossover Specification and Drawings (CKS-300) Stormwater Management Design Specifications (CKS-500) Application for Vehicle Crossover Application for Crossover Subsidy City of Karratha Annual Adopted Budget (Fees and Charges)

## Policy Owner

Directorate	Projects and Infrastructure
Department	Asset Maintenance

## Review Management

Next review due:	February 2027
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## Version Management

Version	Date	Council Resolution #	Description
1.0	Feb 2017	153724	<i>Original Policy Adopted</i>
2.0	Dec 2017	153977	N/A
3.0	Mar 2019	154308	N/A
4.0	July 2019	154398	N/A
5.0	Nov 2019	154471	N/A
6.0	April 2025	OCM250428-22	<i>Current version</i>