T 1300 79 49 29
F (07) 4197 4455
E enquiry@frasercoast.qld.gov.au
www.frasercoast.qld.gov.au

Return Information:

Fax: 07 4197 4455 **Post: PO Box 1943, Hervey Bay** **In Person: Council Administration Centres**

2011/12 Vehicle Crossing / Driveway Application

***Purpose of Form:** This form is to be used to process your request for a vehicle crossing/driveway.*

***Denotes a Mandatory field**

This application form **must** be completed and **all information** be provided to Fraser Coast Regional Council prior to assessing this application. **Failure to provide required information** will result in a delay of assessment and issuing of a permit**.**

*Principal Contractor Business Name and Address:	
*Principal Contractor Contact Representative:	
*Postal Address:	
*Phone No:	
*Fax No:	
*Proposed Work to be Undertaken:	
*Has property owner's permission been obtained?	Yes No *(if no this form will not be processed)*
*Location of Work: Address:	*Property owner's contact details Name: Address: Phone No:
*Indicate type of kerb and channelling in front of property: Concrete constructed kerb Table drain Neither	Type of crossover/driveway: Residential invert plain concrete/asphalt/compacted road base Rural pipe plain concrete invert/asphalt invert/compacted road base Commercial plain concrete invert/asphalt invert/compacted road base
Detailed site plan for crossover location required to process this form. Please use the area supplied or provide building site plan with crossover included.	
Fees and Charges – Failure to provide required fee will result in a delay of assessment and issuing of a permit. *Footpath Opening:* Vehicular Crossing (Driveway) $146 (payable) *Mnemonic: 1rRoads Income* Inspection Fee (per visit if required) $85 *Mnemonic: 1rRoads Income* Fines for unauthorised works on road (Monetary penalties apply).	
Closure type: **Partial Footpath Closure** *(advertisement n/a. Notification section to be completed)* **Full Footpath Closure** *(advertisement n/a. Notification section to be completed)*	***Proposed date of closure:** Proposed commencement: Proposed completion:

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Detailed site plan for crossover location include distances and relevant landmarks:

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Responsibilities on Road Reserve

Advice (WHSQ & Council &Dept. Main Roads Requirements)

This summary of Workplace Health and Safety, Council and Main Roads requirements has been provided for your assistance in establishing your own responsibilities for works in reserves. As a Principal Contractor or relevant person it is **your** responsibility to ensure compliance with all legislation and permits prior to undertaking any works, such as driveway construction, site access, pipe laying, footpath construction or any other works relevant to public reserves.

WHSQ (for Principal Contractors and Relevant Persons)

- WHSQ Regulation requires all work to be carried out according to the WHSQ Traffic Management for the Construction or Maintenance Work Code of Practice 2008.
- A Work Method Statement is also required from the relevant person to provide information for controlling risks that exist in the work carried out on or near the roadway.
- When the work on the road reserve coincides with traffic or pedestrians movements, reference to the Manual of Uniform Traffic Control Devices is required. This manual covers the use and placement of signage and the possible need for Traffic Controllers.
- A Traffic Management Plan required by the Legal Authority, Dept. Main Roads or the Local Authority (Fraser Coast Regional Council, to alter conditions on the roadway, can be used as part of the above Safety Plan and Work Method Statement.
- These documents are to be available on the site where works are taking place, together with additional requirements, such as: Site Specific Induction recordings.
- Site Specific Inductions are to cover and record, general safety information, sighting of Blue Cards and Prescribed Occupation Certificate details, for all workers engaged to work on the site.
- Inspectors appointed under WHSQ enforce the above requirements by conducting assessments and issuing their enforcement notices.

Fraser Coast Regional Council & Dept. Main Roads
(for Persons in Control, Principals and Contractors)

- Main Roads need a Form M994 completed and forwarded to the District Director for works for approval, where contracts are entered into.
- Fraser Coast Regional Council require an application for a permit to work on their roads and reserves. This application must detail the type of work proposed to be undertaken, the method of operation and Traffic Management Plan. **No works are to commence** on Council owned land/reserves until a permit from Fraser Coast Regional Council has been issued. Thereafter there is a minimum of seven days notification to emergency services is required for partial or full road closures. Permits are issued through the External Services Directorate.
- Similar to Main Roads, Fraser Coast Regional Council requires a Traffic Management Plan that lays out the placement and types of signage to be erected, and be submitted for approval in accordance with the Manual of Uniformed Traffic Devices (MUTCD).
- Both Fraser Coast Regional Council and Main Roads need a record of signage layout, kept daily by site personnel. This is a legal requirement for proceedings resulting from an accident.
- Authorised officers from the Police Service, Fraser Coast Regional Council, Main Roads, Workplace Health and Safety and Dept. of Transport can enforce these matters where the safe and effective regulation of traffic is lacking or not complying. These officers will be using their respective enforcement tools.

These responsibilities are covered under legislations; the Transport Operations (Road Use Management) Act 1995 and the Workplace Health and Safety Act 1995.

Your understanding of the above areas of responsibility is mandatory to operate and work safely on roadways including footpaths.

Please enquire of the three entities before you commence your undertaking.

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Vehicle Crossing Specification

General

All works associated with vehicle crossings must be approved by Council prior to construction commencing. All works must be undertaken by a competent Contractor using accepted trades practices and quality workmanship. Public liability cover is required.

Vehicle crossing construction shall include all the associated works including traffic control, saw cutting the kerb and footpath, excavation, compaction, removal of surplus material, installation of concrete, asphalt, pavers or gravel road base.

This specification is to be read in conjunction with the standard drawings (see below).

Service alterations

All existing service covers/lids shall be incorporated flush with the vehicle crossing finished level. Should services require alteration notification shall be given to the appropriate service authority at least 14 days prior to construction. Any service alteration shall be at the property owners expense.

Vehicle Crossing Locations

There are some locations where vehicle crossings will not normally be permitted. These are outlined in section 3 AS 2890.1 and include but are not limited to:

1. On the radius of an intersection and 6m beyond the tangent point;
2. Opposite a tee intersection;
3. Where sight distance is restricted;
4. On major roads where traffic turning right into vehicle crossings will restrict through traffic movement.

Workplace Health and Safety

The Permittee is nominated Principal Contractor under the Workplace Health and Safety Act and is responsible for ensuring the Contractors, employed to perform works at the site have procedures in place to satisfy the requirements of the Workplace Health and Safety Act and Regulations.

The cost of any action undertaken by Council to make the construction site safe shall be recovered from the property owner as a charge against the land.

Traffic Control

Traffic control shall be in accordance with Part 3 of the Queensland Transport Manual of Uniform Traffic Control Devices (MUTCD). The Contractor shall complete a traffic management plan outlining how traffic control will be provided in accordance with MUTCD. This information shall be conveyed to all Contractors and their staff working on the site.
Contractors' staff shall all wear red fluorescent safety vests which comply with the requirements, in AS/NZS 1906.4, for high visibility materials for outdoor daytime use. For night conditions, safety vests shall have retro-reflective silver marking tape, complying with AS/NZS 1906.4, front and back.

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Standard Drawings

The dimensions of vehicle crossings are shown on the following standard drawings:

1. R-07 Residential Access
2. R-08 Commercial Driveway Slab and Access
3. R-14 Rural Access

Property owners are advised that the drawings are based on the most commonly used vehicles however there will be some vehicles that require specific design considerations e.g. limousines, cars with caravans.

It is important to ensure that for kerbed streets the level after the first 1.5m of the vehicle crossing matches that of the kerb. This will reduce the risk of stormwater flowing back into properties that are beneath the road level. Also where the vehicle crossing traverses the footpath zone, the grade of the vehicle crossing shall be set at a maximum of 2.5%.

Rural access crossings can also be used in urban unkerbed streets. Construction of piped crossings needs to ensure that there is a dip in the access that is lower than the road so that if the table drain overflows, water is less likely to flow onto the traffic lanes.

Subgrade

The subgrade shall be formed at the required depth below the finished surface level. All soft, yielding or otherwise unsuitable material shall be replaced with sound material. The subgrade shall then be compacted with mechanical compaction equipment. Just prior to pouring concrete, any dry subgrade material shall be sprinkled with as much water as it will readily absorb.

Materials

Vehicle crossings may be constructed using concrete, asphalt, pavers or gravel road base.

Concrete: Only premix concrete shall be used, the minimum strength shall be N25. Formwork shall be used on all sides and securely fixed. The concrete shall be fully compacted. Expansion joints, 10mm in width for the full depth of paving, shall be constructed at the back of the vehicle crossing ramp 1.5m from and parallel to the kerb and where the crossing abuts against the footpath. Expansion joints shall consist of a preformed jointing material of bituminous fibreboard or equivalent. In unreinforced concrete construction joints shall be cut at 3m centres both perpendicular and parallel to the road and shall be cut as soon as the concrete has cured sufficient to walk on.

Asphalt: A minimum 200mm of road base shall be provided beneath the asphalt. The minimum depth of asphalt is 25mm for a residential crossing and 40mm for an industrial crossing. An increased depth of road base may be required beneath commercial crossings (specific design required).

Pavers: Residential crossings shall use pavers at least 50mm thick and commercial crossings shall use pavers at least 60mm thick. Herringbone is the recommended laying pattern. All pavers shall be confined by standard edging blocks set in concrete flush with adjacent surfaces.

A minimum 150mm of road base shall be provided beneath the pavers. An increased depth of road base may be required beneath commercial crossings (specific design required). Design and construction guidelines for clay pavers are provided by the Clay Brick and Pavers Institute www.claybrick.com.au.

Design and construction guidelines for concrete pavers are provided by the Concrete Masonry Association of Australia www.cmaa.com.au.

Gravel Road Base: A minimum 200mm of gravel road base shall be provided. An increased depth of road base may be required beneath commercial crossings (specific design required).

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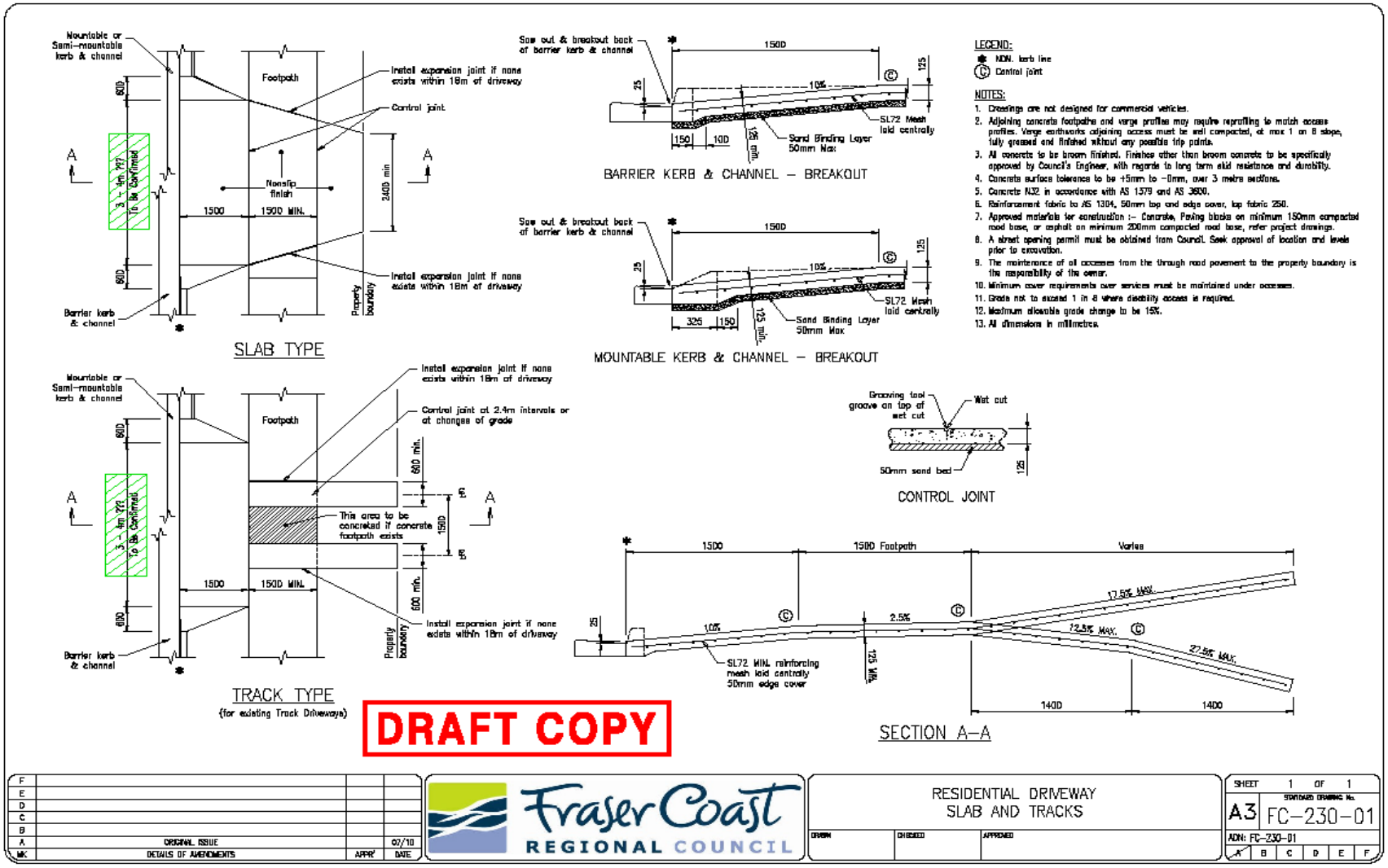

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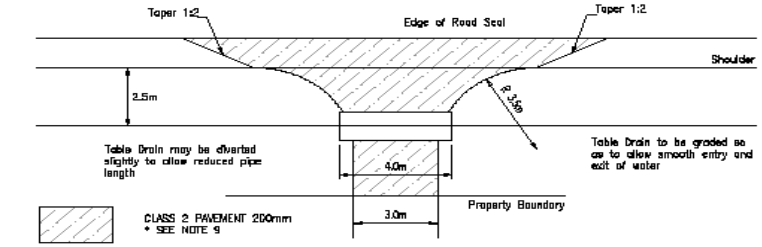
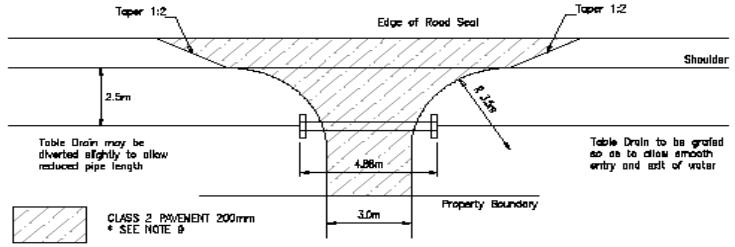
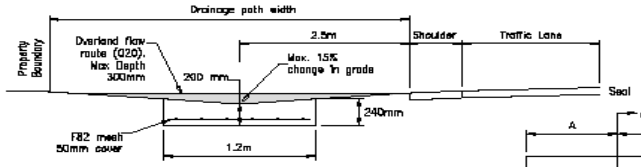


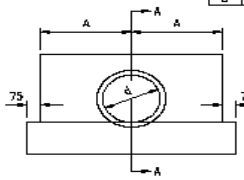




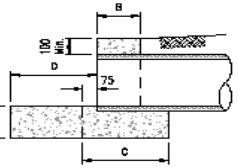
TYPE 'A' CROSS SECTION
Not to Scale

TABLE OF DIMENSIONS

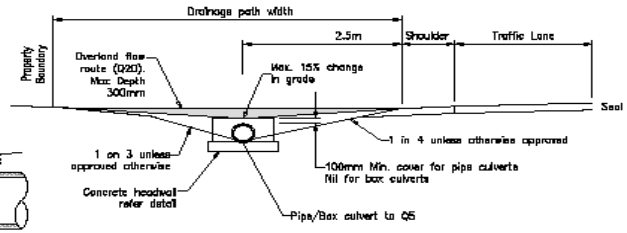
DIM	NOMINAL INTERNAL DIAMETER d					
	300	375	450	525	600	675
A	475	600	725	850	975	1100
B	250	250	250	300	300	300
C	450	450	450	600	600	600
D	450	585	675	790	900	1015



ELEVATION



SECTION A–A



TYPE 'B' CROSS SECTION
Not to Scale

NOTES:

1. All new accesses shall be sealed with a two coat bitumen/screening application from the road edge to the property boundary, unless otherwise permitted by Council.
2. Access driveways with grades greater than 10% (10:1) within property boundaries shall be constructed with non-erodible material (ie. Bitumen, Asphalt, Concrete, Pavers). Side drains shall be lined and batter slopes protected to prevent erosion. All drainage from within the property and on the driveway surfaces shall be collected at or inside the property boundary and discharged by way of a sealed pipe or other approved means to Council's drainage system.
3. The access shall be positioned so as the approach Sight Distance, Entering Sight Distance and Safe Intersection Sight Distance meets the criteria as stipulated in Section 5 of Austroads Publication "Intersections at Grade". Earthworks required within the road reserve to achieve the criteria shall be approved by Council.
4. Calculations for the sizing of pipe/box culverts shall be carried out by a Registered Professional Engineer and approved by Council, with a minimum height of 300mm RCP and 225 RCBC being permitted. Pipe/box culvert design shall provide Q5 immunity.
5. All culvert, invert and driveway construction shall be carried out in the section of road reserve contained within the extended property boundary lines.
6. All new subdivisions shall be designed to provide for Type 'A' Invert crossings. Type 'B' pipe/box culvert crossing shall only be constructed where Q50 water way area cannot be accommodated in the Type 'A' profile.
7. Existing subdivisions where table drains do not allow sufficient depth for Type 'A' or Type 'B' construction, reference shall be made to Council's Engineering Department.
8. Where an Access crossing is required to be provided as a condition of a development permit, a 200mm gravel pavement with a 2 coat bitumen seal shall be provided. Council fee for the installation of a crossing does not include pavement or bitumen surfacing work.
9. Low point of access to be a min of 100mm below shoulder hinge point.
10. Pipe Class & Gravel depth to be suitable for all future wheel loads.
11. Access culvert length Min 3.0m, Max 7.0m between headwalls. Should a culvert longer than 7.0m be required the Owner/Developer shall seek written approval from FCRC for the proposal and have the water flow capacity sized in accordance with the Development Manual.
12. Maintenance responsibility rests with the property owner.
13. Where access cannot be constructed in accordance with this standard, a sketch of the proposal shall be submitted to Council for approval.
14. All underground services are to be located on site prior
15. or to any excavation works.
16. For further information refer to FCRC policy on Rural Accesses.

DRAFT COPY

MK	DETAILS OF AMENDMENTS	APPR'	DATE
F			
E			
D			
C			
B			
A	ORIGINAL ISSUE		02/10

Fraser Coast REGIONAL COUNCIL

RURAL ACCESS
PIPE/BOX CULVERT AND INVERT CROSSINGS

DRAWN | CHECKED | APPROVED

SHEET 1 OF 1
A3 STANDARD DRAWING No. FC-230-03
ADN: FC-230-03
A B C D E F

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