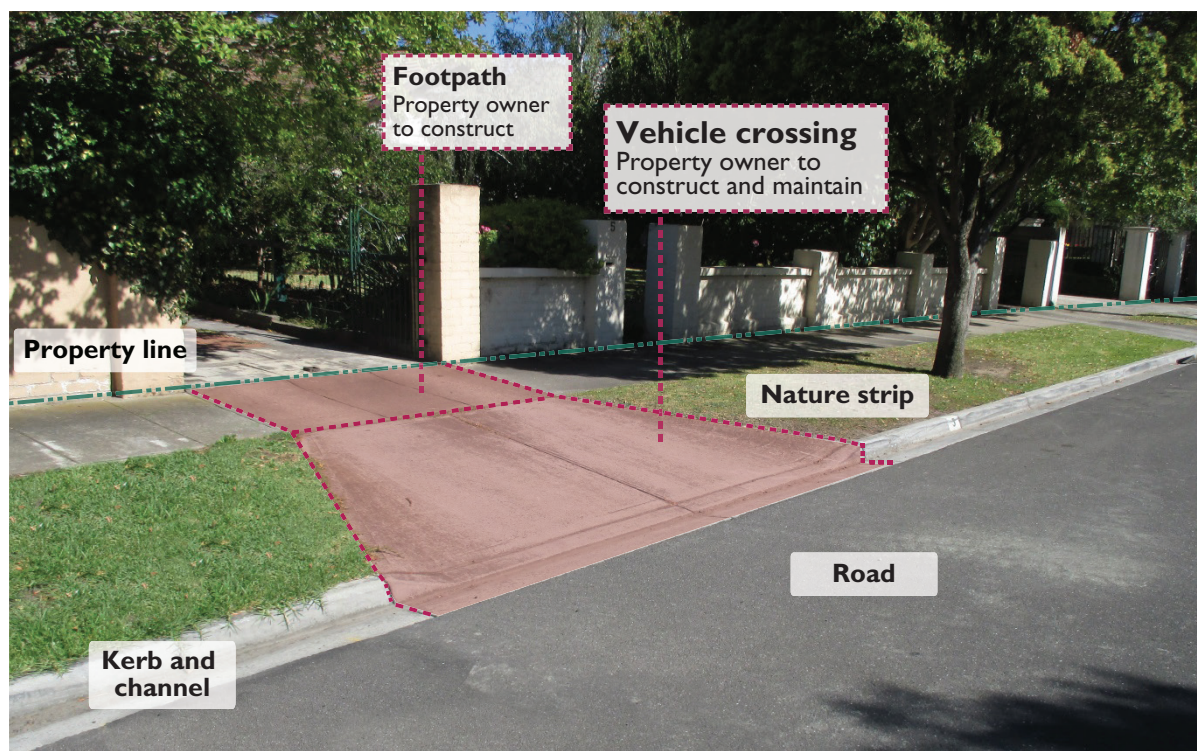


VEHICLE CROSSING GENERAL INFORMATION AND PROCESS

Vehicle crossing means the area constructed between the road and the adjacent property to allow vehicles to cross the nature strip and footpath. It does not include the footpath section but includes the road channel.

The benefitting property owner is responsible for constructing a vehicle crossing and adjacent footpath.



Vehicle Crossing Permit

A Vehicle Crossing Permit is required to construct, modify, repair or remove a vehicle crossing or adjacent footpath. Please also read Council's Standard Vehicle Crossing Permit Conditions **BEFORE** submitting an application. This document is available for download on Council's website.

Lodging an application

To obtain a Vehicle Crossing Permit you must submit the following:

1. A completed and signed Vehicle Crossing Permit application form, with a non-refundable processing fee.
2. Developments subject to Planning Permits must provide a copy of the Planning Permit and endorsed plans clearly showing location and width of the vehicle crossing. **Please note:** Where the property is within a Heritage Overlay and or on an arterial road a Town Planning Permit must be obtained prior to a Vehicle Crossing Permit being granted.
3. A plan of the vehicle crossing with distances indicating the width and offsets (above or below) of any Council's, public or private assets such as trees, pits, cables or pipes etc.
4. Written approval from any relevant authority regarding the location or relocation of assets within/near the proposed vehicle crossing (if applicable).

Fee: \$301

Please note: The application fee is non-refundable.

Constructing a vehicle crossing without a valid permit

In accordance with the *Local Government Act 1989*, if a vehicle crossing is constructed without a permit, without Council's inspection and approval or not constructed to Council's standards, then Council may require the property owner or the permit holder to reconstruct the vehicle crossing or completely remove it and reinstate the footpath, nature strip and kerb and channel. Fines may apply.

Application processing times

An application is normally processed within 10 working days of Council receiving the application form and all the required information, unless there is a need to assess the relocation/removal of Council's assets.

Term for Vehicle Crossing Permit

A permit is valid for 12 months from the date of issue.

Inspections

Council will require an inspection of the vehicle crossing and adjacent footpath to verify that the conditions specified in the permit have been met. The details of the requirements for this inspection will be listed in the permit.

Redundant vehicle crossing

Any unused (or redundant) vehicle crossing (or a section of it) must be removed completely by the property owner at the property owner's expense and replaced with footpath, nature strip, kerb and channel. Nature strips adjoining the works are to be repaired to the correct levels with topsoil and seeded.

Where a the permit will result in a new or modified vehicle crossing that makes another vehicle crossing redundant, the removal of the old vehicle crossing must occur concurrently with permit works.

Specifications for the construction of a vehicle crossing

All specifications for the construction of the vehicle crossing and adjacent footpath and the standard drawing, will be issued as part of the permit. Council's standard conditions for Vehicle Crossing Permits are available to download from Council's website.

Once an application is assessed, a permit may be issued by Council. It is the permit holder's responsibility to comply with all the conditions specified in it; otherwise the permit will not be valid. If the applicant is not the owner of the property, the applicant must ensure that they fully inform the owner of the information provided relating to the permit and the conditions applicable to the permit if or when issued.

It is the applicant's responsibility to ensure that all information provided relating to a permit is true and correct. Glen Eira City Council and its employees are not responsible for checking the accuracy of information provided, nor for any errors or omissions. Information accepted as part of an application is done in good faith.