

Dear Property Owner / Applicant

CONSTRUCTION/ALTERATION OF A DRIVEWAY ACCESS

Council wishes to advise you that a permit is required from the Council's Infrastructure Department for the construction or alteration of any proposed or existing driveway access to your property. This is in addition to any Development Approval that may have been granted by the Council relating to any development on your property.

DEFINITIONS

A *driveway access* is made up of the following parts (please see overside for further details):

- A *driveway invert* and water table – a laid back section of kerb that allows vehicles to cross the kerb. (Note, driveway inverts are not required in streets where a mountable kerb exists.)
- A *driveway crossover* - the section of the driveway located between the driveway invert/kerb and the front property boundary.

To obtain a permit for the construction or alteration of a driveway access, a permit application form (see attached), must be completed by the property owner and submitted to the Council for approval. The original form must be submitted; facsimiles will NOT be accepted. No work is to commence on a driveway access until such time as the Council has approved the permit application.

All associated works have to be arranged by the property owner/applicant and must be to Council standards. Work shall only be undertaken by a reliable contractor or, alternatively, the work can be undertaken by Council staff on a fee for service basis.

Council can provide you with a written quotation for the required work. Requests for quotations should be lodged by marking the tick box located on the attached application form. In all cases, quotations will be determined and issued following a site visit by Council staff.

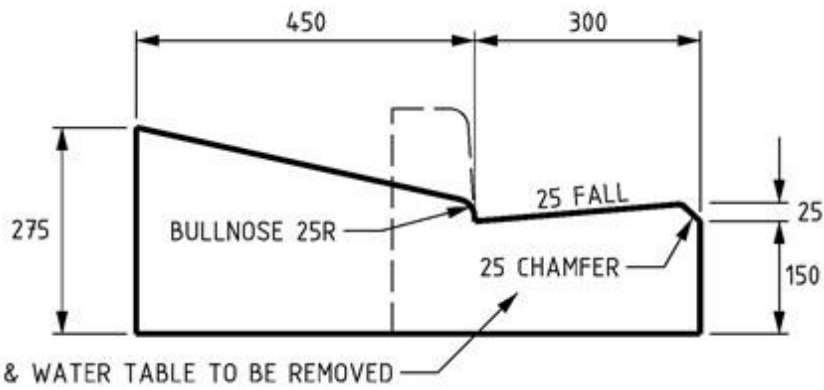
All costs involved with the construction or alteration of a driveway access (including alteration of any Council infrastructure) are to be borne by the property owner. Further, works associated with the relocation/alteration of non-Council (e.g. ETSA, SA Water etc) services or other constraints must be arranged by the property owner through those relevant authorities and will be the subject of separate costs, payable to those authorities.

Once installed, it is the responsibility of the property owner to repair and/or maintain the driveway invert and/or crossover in a safe and serviceable condition at all times. This maintenance responsibility also extends to any other existing driveway inverts and crossovers serving your property.

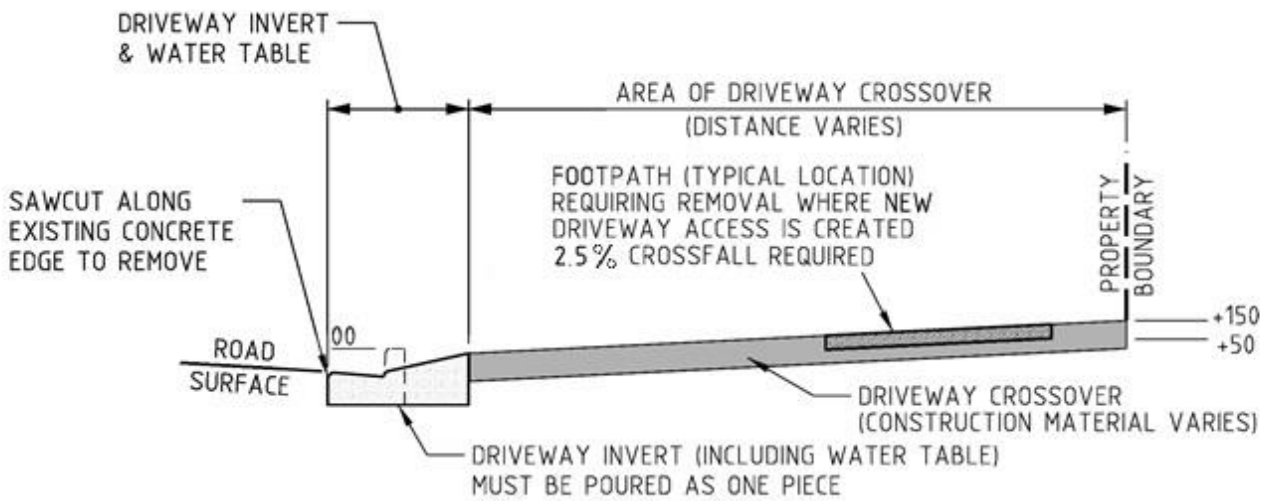
If you require any further information please contact the Infrastructure Audit Unit on 7420 6447. Forms should be lodged at Council's Customer Service Centre at 245 Sturt Road, Sturt or posted to PO Box 21 Oaklands Park SA, 5046.

Yours sincerely

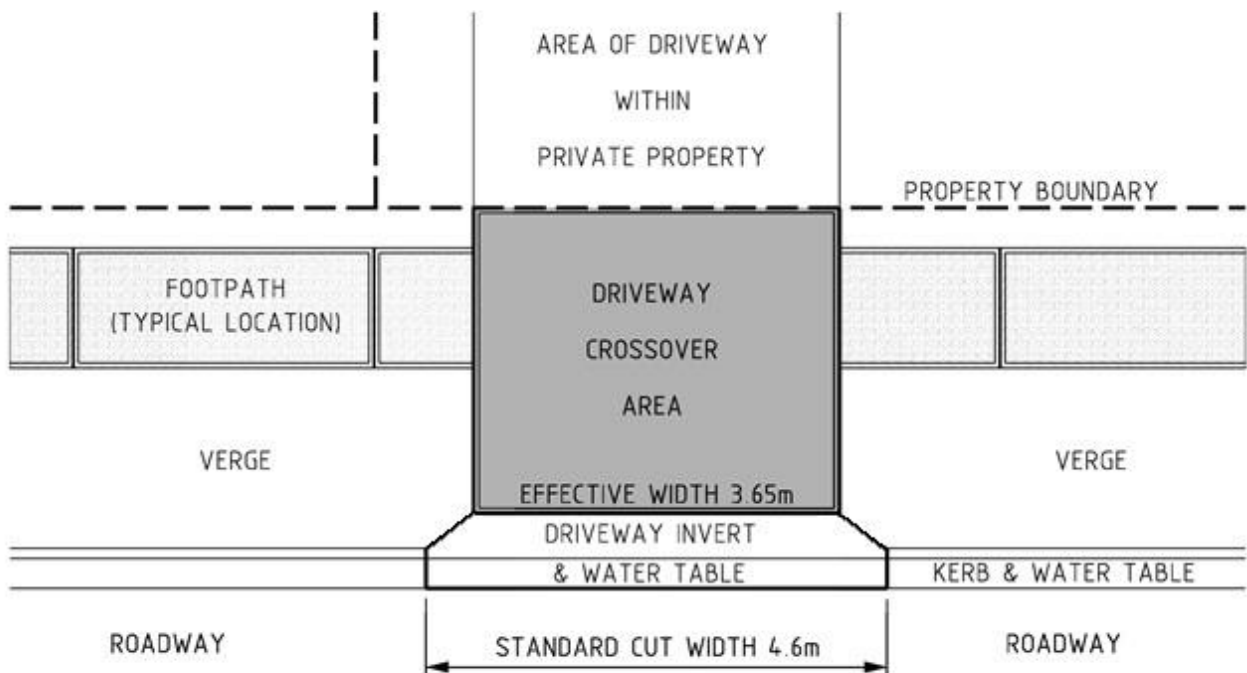
MANAGER, INFRASTRUCTURE



TYPICAL DRIVEWAY INVERT & WATER TABLE SECTION
NTS



SECTION DETAIL DRIVEWAY CROSSOVER REQUIREMENT
NTS



TYPICAL PLAN VIEW DRIVEWAY ACCESS
NTS

PERMIT APPLICATION FORM AND CONDITIONS FOR THE CONSTRUCTION / ALTERATION OF A DRIVEWAY ACCESS

***Please submit the original of this form.
Facsimiles will not be accepted***



CONDITIONS

Location and Placement

1. A driveway access must be constructed as near as practicable to 90° to the kerb alignment.
2. A driveway access must be situated wholly within the property frontage.
3. A driveway access must be located a minimum 1 metre away from existing infrastructure (street signs, stobie poles, drains in the kerb, service pits etc)
4. A driveway access must be located sufficiently away from street trees and traffic control devices (roundabouts, medians etc), and all corners and road junctions. Distances / clearances to street trees must be confirmed by council's arborist.
5. Redundant driveway inverts/crossovers must be replaced with kerbing, water table, footpath and backfilled to match the remainder of the street.
6. Relocation of any street trees require approval and all costs involved are to be borne by the property owner.
7. Driveway crossovers must grade toward the road, with the level at the front property boundary being between 50mm and 150mm above the top of kerb with the crossover matching existing footpath levels, unless otherwise approved by the Council.
8. Any damaged or missing footpath or kerbing associated with the development or driveway construction will be reinstated by the property owner.
9. To meet driveway standards a minimum 6 metre clearance from the property boundary to any structure within the property is required.
10. All crossovers must have an absolute minimum width of 3.0 metres.

Construction and Materials

Driveway inverts and water table must be constructed of concrete and poured together as one piece.

Driveway crossovers should be constructed of either:

- concrete/concrete stamped paving (no greater than 5mm deep) with a suitable non-slip or broomed finish; or
 - driveway strength brick paving units (depth of chamfered edges must not be greater than 4mm)
1. Any existing kerb, water table and footpath requiring removal to facilitate driveway construction must be vertically saw cut to the full depth of concrete to facilitate its complete removal without leaving broken edges.
 2. Saw cutting of the kerb and water table must be along the front edge of the water table at the joint where the water table meets the asphalt roadway.
 3. Any damage to the asphalt roadway during construction will be repaired with hotmix asphalt by the property owner.

Ongoing Maintenance

Once installed, it is the responsibility of the property owner to repair and/or maintain all driveways, inverts and/or crossovers in a safe and serviceable condition at all times.

Termination of Permit

The City of Marion reserves the right to revoke this permit at any time.

Costs

All costs involved with the construction or alteration of a driveway access (including alteration of any Council infrastructure) are to be borne by the property owner. Further, works associated with the relocation/alteration of non-Council (e.g. ETSA, SA Water etc) services or other constraints must be arranged by the property owner through those relevant authorities and will be the subject of separate costs, payable to those authorities.

DEVELOPMENT APPLICATION

Does this permit application relate to a Development Application for building work on your land? Yes / No

If yes, what is the Development Application No? 100/...../.....

STREET TREES

Does this permit application require the assessment of a street tree in relation to your driveway access? Yes / No

DETAILS OF PERSON APPLYING FOR PERMIT

Property Owner's Name:

Postal Address:

.....Post Code:

Phone Number:Email Address:.....

ADDRESS OF PROPERTY WHERE WORK IS TO BE CARRIED OUT

Street No: Lot No: Street Name:

Suburb:

DRIVEWAY ACCESS LOCATION (Plan or diagram required)

To be approved, the following must be provided:

(please indicate with a plan or diagram)

- Proposed driveway access width, length and location, including distances to the nearest side boundary, trees, side entry pits, service pits and stobie poles
- Alternatively, please supply a copy of the building site works plan, with proposed driveway dimensions and location clearly marked on it

Please tick which of the following you wish to construct/alter

Driveway Invert and Water table Only

Driveway Crossover Only

Driveway Invert, Water table and Crossover

I intend to construct my crossover in the following materials:

Concrete

Heavy Duty Concrete

Paving (type, dimensions

QUOTE

I request Council to provide a quotation for this work.

Note: Quotations will only be provided to established houses and new developments at the lock up stage of the build

APPLICANT:

I hereby apply for a permit to construct/alter a driveway access.

I agree to abide by all conditions placed on the driveway access construction and acknowledge that I will be held responsible for any non-compliant works or any damage caused to the council assets during construction.

I agree to reconstruct any damage or works that do not comply with the City of Marion's specifications.

Name:

Signature: Date:

Disclaimer: The City of Marion reserves the right to revoke this permit at any time.

OFFICE USE ONLY:

Permit No:

Approved by: Coordinator Infrastructure Audit Unit

Signature: Date:

Special Conditions: (see conditions section).....

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