



**Moreland**  
City Council

## **VEHICLE CROSSING**

**(DRIVEWAY)**

## **POLICY**

**Date resolved by Council:** 10 July 2019

**Update resolved by Council:** 8 June 2022

**Review Date:** June 2025

**Responsible Department:** City Infrastructure

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# VEHICLE CROSSING POLICY

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## 1. PURPOSE

This is Council's policy for assessing applications for new vehicle crossings to provide access to properties in the municipality of Moreland. The purpose is to state Council's aims and methodology and to provide an administrative framework for implementation.

## 2. OBJECTIVES

### 2.1 Pedestrian Safety

To minimise the number and width of locations where vehicles cross footpaths to enhance pedestrian safety.

### 2.2 Open Spaces / Vegetation

To minimise the number and width of vehicle crossings to maximise nature strips for streetscape planting.

### 2.3 Character of Area

To maintain and enhance the character of local residential streets.

### 2.4 On Street Parking

To maximise the number of on-street parking spaces, recognising that on-street parking is a valuable community resource for residents, visitors, shoppers, employees, tradespersons, etc. Some strip shopping centres depend upon the overflow parking into nearby streets for commercial viability.

### 2.5 Design of Off-street Parking and Access

To ensure new vehicle crossings will access internal driveways and off-street parking that meet the relevant standards.

### 2.6 Drainage

To minimise the amount of stormwater run-off from impervious areas.

To ensure the operation of existing stormwater drainage pits are not affected.

### 2.7 Safety

To maximise safety by ensuring vehicular movements associated with crossings are in predictable locations for vehicular traffic, pedestrians and cyclists.

### 2.8 Street Trees

To retain existing street trees and avoid affecting their health, size, stability or future growth, particularly where they form a significant feature in the streetscape.

To avoid placing crossings where they can be affected by growth of street trees.

Where a Council street tree is removed for a vehicle crossing, to recover the removal, replacement and amenity values of that asset.

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## 3. BACKGROUND

### 3.1 Vehicle Crossings

A vehicle crossing, or crossover, is the area constructed between the road and the adjacent property to allow vehicles to legally cross the nature strip and footpath, consistent with the Road Rules, without damaging the nature strip and footpath.

### 3.2 Powers

The powers of Council in relation to Vehicle Crossings are granted in Section 206 of the Local Government Act 1989 and are detailed under Schedule 10, Clause 12 of that Act. Council also has powers under Sections 9.1, 9.2, 9.3 and 9.4 of Council's General Local Law 2018.

### 3.3 Process

Where applications for vehicle crossings comply with this Policy, the responsible officer will give a decision. Where an application does not comply with the Policy the applicant may be advised to amend the application or to put their application in writing with a detailed plan attached. Where discretion must be exercised in deciding whether a crossing is appropriate, Council Officers will take into account this policy and any related Policies including the site requirements of Victorian Building Regulations and Moreland Planning Scheme.

### 3.4 Changes

The significant changes introduced by this Policy over the previous version include:

- Encourage turn-around areas in front of dwellings instead of a second vehicle crossing, where residents want to drive out in a forwards direction.

## 4. REFERRALS

When an application for a vehicle crossing permit is received, it will need to be referred to others for comment under the following conditions:

### 4.1 New Developments

Vehicle crossings that are intended for new residential, commercial or industrial developments will be assessed as part of the application for a Planning permit.

### 4.2 Heritage Overlay

Where a property and/or a road is covered by a Heritage overlay in the Moreland Planning Scheme, an application for a planning permit is required. That process will assess the Heritage issues. See Council's City Development Department for heritage areas.

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## 4.3 Declared Main Roads

Any proposal to install a new crossing or alter an existing vehicle crossing on any road where VicRoads is the Highway Authority (called Arterial Roads in the Road Management Act 2004, and called Road Zone Category 1 in the planning scheme), is required to be subject to a planning permit application process. This application will then be referred to VicRoads for comment as part of the planning permit application process. A map of VicRoads' roads within Moreland can be found at: <http://maps.vicroads.vic.gov.au/Website/declared/viewer.htm>

## 4.4 Street Trees

The installation of vehicle crossings are resulting in the loss of street trees. Council has planted and maintained street trees for the benefit of the community and these gain value as they age to the streetscapes and the community. The Moreland Street Landscape Strategy states that vehicle crossings will not be permitted within 3 metres of the canopy of a street tree. This is because within this distance, the construction of the vehicle crossing will affect the health of these valuable trees. Any proposal for a vehicle crossing within 3 metres of the canopy of a street tree will be referred to Council's Open Space Unit.

## 5. GENERAL ASSESSMENT CRITERIA

Applications for vehicle crossings are to be assessed in accordance with the following requirements in this Section, with reference to the Policy Objectives in Section 2 and include any applicable specific requirements of subsequent Sections:

### 5.1 Dimensions - Interpretation

All dimensions of vehicle crossings or distances between vehicle crossings given in this document are measured at the boundary of the property regardless of any splay. A dimension of three metres may be written as 3m.

### 5.2 Neighbourhood Character

The location of the proposed vehicle crossing must respect the existing neighbourhood character particularly in relation to existing on-street parking and street landscape (see Neighbourhood Character Guidelines and the Street Landscape Strategy on Council's website). It is to be noted that on-street parking is a more valuable community resource in inner suburbs and near activity centres than in other areas.

### 5.3 Minimise Number of Crossings

Only one crossing is permitted for each single dwelling property, although in some circumstances a request for even a single vehicle crossing may not be successful.

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## 5.4 Alternative Access Favoured over Vehicle Crossing

Where alternative access is available to the property, for example, from a right of way, this is favoured to reduce/eliminate the need for a vehicle crossing, consistent with the Objectives in Section 2. Each application must be assessed having due regard to manoeuvrability in the right-of-way.

## 5.5 Gates

Gates must not open outward onto the street as they will block pedestrian access contrary to the requirements of the Road Management Act 2004.

## 5.6 Location of Crossing

Where practical, vehicle crossings should be located adjacent to, and form a double crossing with, the neighbour's crossing. This improves vehicular access into each property and increases the length of public footpath and nature strip to the next crossing.

Vehicle crossings must match the location and width of the internal driveway at the property boundary so cars do not drive partly over the nature strip and footpath. This requirement does not remove the need to meet the other requirements in this policy.

Vehicle crossings are to align at 90 degrees to the property boundary and be constructed in accordance with Council's Standard Vehicle Crossing specifications.

## 5.7 Minimum Distance from Intersection

No new vehicle crossing shall be located closer to a street intersection than 9 metres from the fenceline of the nearest street. This is to avoid a vehicle turning from one street into another and being surprised by a car reversing into the street.

Any application that contains an existing vehicle crossing within 9 metres of an intersecting street fenceline should be modified to relocate the vehicle crossing to remove this safety issue.

## 5.8 Minimum Distance between crossings

An analysis of vehicles turning into properties from local streets has shown that vehicle crossings must be at least 8 metres apart to allow an on-street car parking space between the crossings in a typical street. A parked car will cause access difficulties if the distance is less than this. (see Attachment 1)

## 5.9 Street Trees

New vehicle crossings are resulting in the loss of street trees. Council has planted and maintained street trees for the benefit of the community and these gain value as they age to the streetscapes and the community. The Moreland Street Landscape Strategy prohibits vehicle crossings within 3m of the canopy of a street tree. This is because within this distance, the construction of the vehicle crossing will affect the health of the trees.

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If a property owner requests a tree be removed for a vehicle crossing, the tree will be assessed by Council's arborist. If the tree is mature and healthy, and the crossing permit is closer than the required Tree Protection Zone of the Australian Standard AS4970, then the vehicle crossing permit will not be supported. If the tree is deemed not significant, the fee charged to the applicant will include the calculated value of the tree, plus the cost of removal of the tree and the stump and the cost of planting and establishing an advanced new tree for two years. If a replacement tree is not warranted in that location, then one will be planted nearby.

### 5.10 Relocation of Pits, Poles & Street Furniture

Where the proposed crossing is close to any street furniture (eg pit, pole, public seat, etc), the applicant will be required to contact the owner of that asset and where required, alter or relocate that asset at the landowner's cost.

### 5.11 Drainage Pits

A drainage pit must either be entirely within or entirely outside the new vehicle crossing. If this is not achievable, the pit and any associated pipes must be relocated to Council's standards.

If the pit is a side-entry type located at a low point in the street, the pit may be converted to a grated pit, but the road must be regraded to move the low point nearby and a new side-entry pit installed at the new low point. This is because grated pits block more easily than side-entry pits, causing flooding at the low point. All alterations are at the applicant's expense.

### 5.12 Design of Internal Access and Parking

If the design of the driveway or parking space inside the property does not meet the relevant standards, there is evidence that the vehicle crossing will be little used over significant periods of its expected 100 year life. The family that installed it may use it, but the next family finds it inconvenient to access, so they park on-street. This means that the community loses on-street parking and streetscape for little gain. Therefore the design of the internal driveway and internal parking space must meet the relevant standards. This assessment is also necessary because when drivers reverse through difficult bends, they are distracted from looking for pedestrians. Therefore the design must include:

- Where off-street parking is proposed between the front boundary and a building or other obstacle, the parking space must be at least 5.4 metres long for a single space and 10.8m long for a tandem space. This ensures that larger common vehicles (eg Commodore and Falcon station wagons) do not overhang the public footpath contrary to the Road Rules. This length is consistent with that required by the Australian Standard for Off-Street Parking (AS2890.1).
- Where the off-street parking space is proposed between the front boundary and a garage with a single panel tilt door, the set-back must be at least 6 metres from the street boundary because drivers park the vehicles further back to avoid the door hitting the car.

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- The parking space is to be 3.5 metres wide between any fence and/or building to allow pedestrian movement around the vehicle to access shopping and children within the vehicle.
- Any bend in the internal driveway must have a minimum radius of 4 metres on the inside radius, and 7.6 metres on the outside radius with the driveway at least 3m wide through the bend consistent with the requirements of both the Planning Scheme and the Australian Standards for Off-Street Parking (AS2890.1).
- The internal driveway must intersect the property boundary at 90 degrees to the street frontage and intersect the garage at 90 degrees to the garage door.

### 5.13 Traffic Management

If a new vehicle crossing impacts on traffic safety and warrants traffic management, then it must be to the satisfaction of the Manager Transport.

Existing traffic management (e.g. a road hump, kerb extension, etc) that is in the way of the proposed vehicle crossing can only be relocated or modified with the permission of the Manager Transport once the applicant has identified a suitable alternative location in consultation with the other affected properties, and such location complies with the relevant Traffic Engineering standards. All works are to be at the applicants cost.

### 5.14 Vehicle scraping – Alternative Crossing Type

Standard vehicle crossings in streets with a high pavement crown (e.g. steeper than 1 in 30) and/or with high property level at street boundary (e.g. over 200mm higher than the road channel invert for a crossing 3.5m between kerb and property) are prone to vehicles scraping as they drive over the crossing. If the street is classified as a local access street, applicants may need to apply for an alternative vehicle crossing to bridge over the channel invert to avoid the problem. Alternative vehicle crossings may be an obstacle to traffic and therefore will not be permitted in some locations, particularly arterial and main roads.

Applications for an alternative crossing must prove that scraping would otherwise occur by including a design and a survey plan showing levels of existing surface and proposed crossing, for approval. Council's Engineering Services Unit may be able to assist on a fee basis.

Alternative crossings can block the flow of debris in the road channel invert. The landowner is responsible for cleaning of debris associated with his/her alternative crossing as required by Clause 9.4 of the General Local Law 2018.

### 5.15 Redundant Crossings

Planning permits will normally require any redundant vehicle crossing to be removed. Where a planning permit is silent or does not exist, Council's General Local Law 2018 allows Council to direct a person to remove a vehicle crossing.

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## 5.16 Safety

Where consistency with this Policy will reduce safety (such as a vehicle crossing in a roundabout, or reversing into an arterial road then exceptions can be considered by the Manager Transport.

## 5.17 Right of Refusal

Council reserves the right not to grant permission for a vehicle crossing in accordance with this policy. Section 6 includes an explanation of the appeal process.

## 6. RESIDENTIAL CROSSINGS

In addition to the General Assessment Criteria above, the following assessment criteria applies to residential crossings.

### 6.1 Single Dwelling

#### 6.1.1 Narrow dwelling

New vehicle crossings are not supported for single dwellings with a street frontage of less than 7.5 metres as they will not meet the Objectives and Criteria in this policy.

#### 6.1.2 Number of Crossings

Where only one dwelling exists or is proposed on the property, the maximum number of vehicle crossings that may be approved is one. Where residents want to turn around and enter the street in a forwards direction, a turn-around area or turn-table should be provided on-site.

#### 6.1.3 Crossing Width

The width of new vehicle crossings must be at least 3m wide and where they meet the other requirements in this policy can be up to a maximum of 4m wide.

#### 6.1.4 Percentage of Street Frontage

The width of the vehicle crossing must not take up more than 40% of the street frontage (consistent with the Planning Scheme standard in Clause 55.03-9, Standard B14).

#### 6.1.5 Match Internal Driveway

A new vehicle crossing may not be approved if the internal driveway at the street boundary does not match location and width of the proposed crossing. (see point 4.6)



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### 6.1.6 Internal Driveway Width

An internal driveway providing access to parking at the rear of a single dwelling is not considered practical unless the clear width between the dwelling (including downpipes, etc) and side fence (including fence posts) is at least 2.5 metres.

### 6.1.7 Site abuts two Roads

Where a property with a single dwelling abuts two roads (not including a laneway) and the dwelling was not constructed under a planning permit, a second crossing can be considered provided it meets the requirements of Section 5.2 of this Policy and the Manager Transport is satisfied that the on-site parking space is not in front of the dwelling in a manner inconsistent with other dwellings in the street.

## 6.2 Dual and Multi - Unit Development.

### 6.2.1 Crossing Width

The minimum width is 3 metres and greater widths can be considered depending upon an assessment of the practicality of the traffic and parking movements on the submitted site plan.

The total widths of the vehicle crossings must not occupy more than 33% of the frontage where the street frontage is over 20 metres and must not exceed 40% of the frontage where the street frontage is less than 20 metres, as required by the Moreland Planning Scheme (Clause 55.03-9, Standard B14).

### 6.2.2 Number of Crossings

Due regard will be given to Moreland Planning Scheme, however more than one crossing may be permitted for a multi-unit site where it meets the requirements below:

- 6.2.2.1 A second vehicle crossing, located at least 8 metres from the first, may be permitted for multi-unit sites where the street frontage of the site is over 18 metres.
- 6.2.2.2 A second vehicle crossing, located at least 8 metres from the first, may be permitted for multi-unit sites where the street frontage is over 15 metres, only if:
- The new crossing will abut the neighbour's crossing and will be constructed as a combined crossing with the neighbour's; or
  - The new crossing allows the main internal driveway to be along the southern boundary of an east-west site, so the private open space of each lot will have a northerly orientation.

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- 6.2.2.3 A third crossing, each located at least 8 metres from the other, may be permitted where the frontage of the site is at least 30 metres wide.

However, for a property at the intersection of two roads, measure the frontage to the street, then deduct 9 metres from that frontage before comparing with the widths stated in this Point. (see Point 4.7 for reason).

### 6.2.3 Internal Driveway

- 6.2.3.1 Dual Occupancy - An internal driveway for a single dwelling past an existing dwelling is not considered appropriate unless the width between the dwelling and side fence is at least 2.700 metres clear width unencumbered by eaves, other building service, fence posts, down pipes, equipment or structures.
- 6.2.3.2 Multi-Unit - An internal driveway for more than one dwelling past an existing dwelling must be at least 3 metres wide consistent with the requirements in the Planning Scheme.
- 6.2.3.3 Design - The internal driveway must intersect both the garage and the street boundary at 90 degrees and any bends on each side of the driveway must have an internal radius of at least 4 metres and an external radius of at least 7.6 metres to the respective tangent points, to allow the car to leave the garage and cross the footpath at 90 degrees.

## 7. NON-RESIDENTIAL CROSSINGS

Minimum width 3 metres, but the width should match the turning circles of the larger vehicles that will use the crossing regularly.

Maximum width 7 metres.

Applications for crossings greater than 7 metres in width will be considered where it is shown by turning circles that the additional width is necessary.

## 8. APPLICATION PROCEDURE

Below is the application procedure for obtaining a vehicle crossing permit.

### 8.1 Initial Assessment

Applicants first contact Council (8311 4300) to arrange an initial site meeting with the responsible Council officer to discuss the concept.

Where vehicle crossings are associated with a planning permit, the applicant must produce a copy of the approved planning permit, both the Council-stamped plan and the permit conditions, at each agreed site inspection or meeting with the responsible Council officer.

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After assessing the site conditions, the responsible Council officer will advise the applicant on the required actions.

Although the responsible Council officer may advise of the potential of vehicles scraping the proposed vehicle crossing, it may not be obvious by visual inspection. It is the landowner's responsibility to have the site properly surveyed to ensure the proposed vehicle crossing has adequate car clearance. Council will not accept liability if an approved vehicle crossing does not have adequate car clearance.

### **8.2 Appeal**

Where the initial site meeting results in rejection of the proposed vehicle crossing, the applicant can appeal in writing to the Manager Transport, with a plan attached drawn fully dimensioned at 1:100 scale, and specifically address why the relevant issues in Sections 2 & 3 & 4 & 5 of this Policy should not apply in that circumstance.

### **8.3 Obtain Vehicle Crossing Permit**

When the initial site meeting or appeal gains 'in principal' support for a vehicle crossing, with or without conditions, the Vehicle Crossing permit must then be obtained prior to construction, from the Municipal Office, 90 Bell Street, Coburg 3058, upon paying the prescribed fee.

A copy of the standard crossing designs will be issued with the permit. A list of Council recommended contractors is available at this time.

### **8.4 Pre-Pour Inspection**

The responsible Council officer must inspect and approve the excavation and site preparation prior to concrete being poured for the crossing to be accepted. The responsible Council Officer will require at least 2 business days notice.

### **8.5 Final Inspection**

After approximately four weeks, a final inspection is carried out. Cost for any reinstatement/rectification works carried out by Council will be charged to the landowner/applicant.

## **9. STANDARD OF CONSTRUCTION**

Applicants must arrange for a suitable contractor to construct the vehicle crossing. A list of suitable contractors registered with Council is available on request. All vehicle crossings must meet current Council's specifications, requirements and standards, which are issued with the vehicle crossing permit. Applicants must ensure that the construction of the vehicle crossing will be to a standard acceptable to Council. A traffic management plan must be in place during construction to manage traffic, particularly pedestrians. Where work has been undertaken which is unsatisfactory or has been constructed without the responsible Council officer carrying out the pre-pour inspection, Council reserves the right to have all or part of the vehicle crossing reconstructed at the applicant's cost to ensure it meets Council's standard.

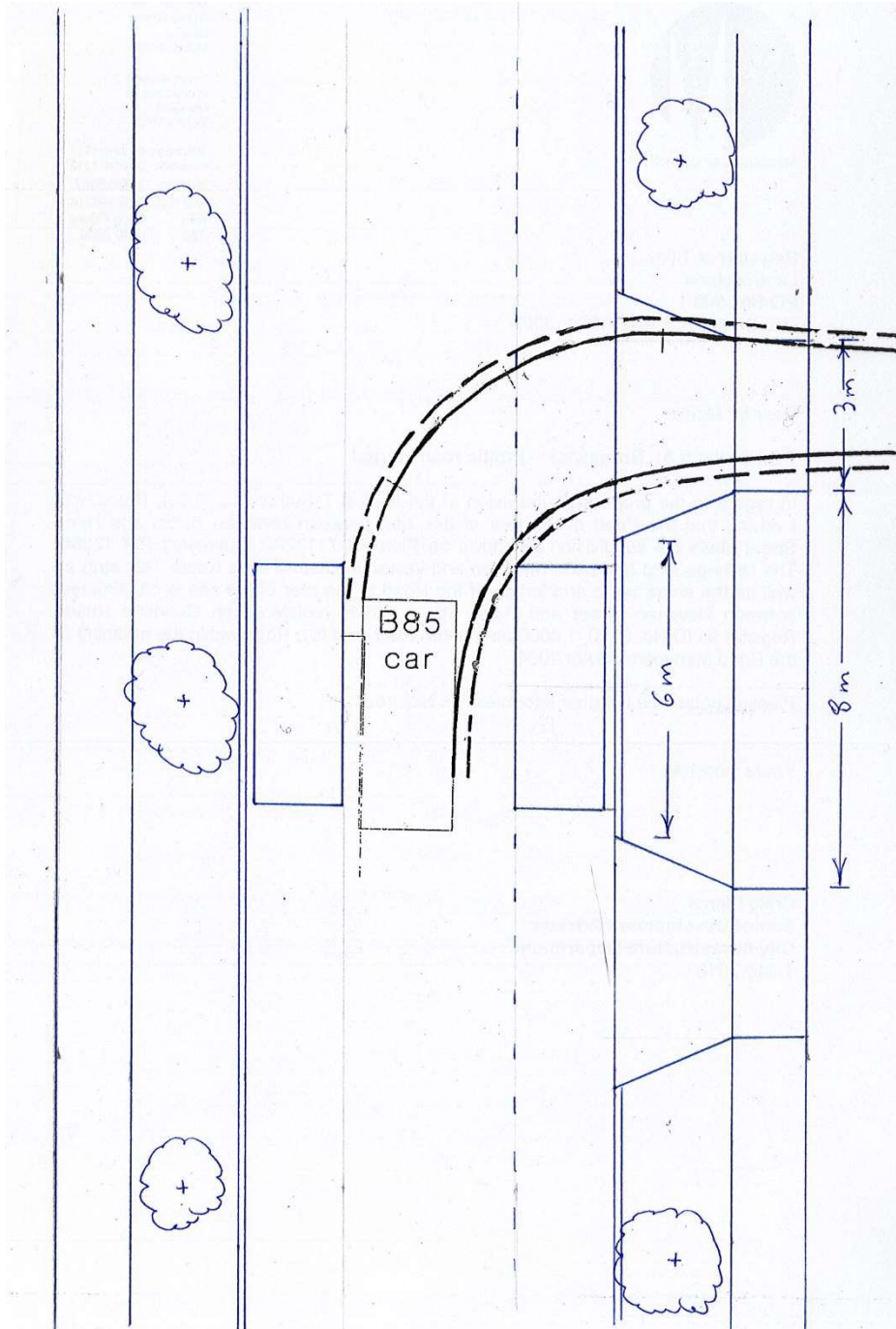
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## ATTACHMENT 1

The Australian Standard for Off-Street Car Parking AS2890.1 states that the 99.8<sup>th</sup> percentile car is 5.2m long whilst the 85<sup>th</sup> percentile car is only 4.9m. When an 85<sup>th</sup> percentile car is parked on both sides of a 7.5m wide road pavement in a typical 15.2m wide road reserve, the diagram below shows that the 85<sup>th</sup> percentile car from the AS2890.1 can enter in one smooth movement only if there is at least 8 metres between the vehicle crossings.



If the distance between the crossings is less than 8 metres, or if the road is narrower, then cars will have to almost stop (as a minimum) and perhaps even reverse, to enter the site. It is not acceptable to design new developments that do not allow cars to enter in one smooth movement in accordance with the requirements of the Australian Standards.