

APPLICATION NO.

APPLICATION: **APPROVED / DECLINED**

Affix APPROVED stamp here

APPLICATION FOR CROSSOVER

The crossover is the vehicle access point in the kerbing.
(Smooth section of concrete between the road and start of footpath that replaces the kerb).

This application must be submitted and approval given prior to commencement of any work.

DETAILS OF APPLICANT (Please print clearly)

Applicant Name:

Company Name:
(if applicable)

Postal Address:

Contact Details: Phone (BH) Mobile

Phone (AH) Email

REASON FOR CROSSOVER (Please tick appropriate box)

- ☐ No Existing Crossover to Property
- ☐ Additional Crossover Required
- ☐ Extension of Existing Crossover Required
- ☐ Location of Crossover to be Changed & Existing Crossover to be Reinstated

ADDITIONAL INFORMATION

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PLEASE NOTE: There may be a cost involved for this work. Refer to the terms & conditions for further details.

LOCATION OF CROSSOVER (Property Address)

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(Please indicate the street address of the property where the crossover is to be constructed)

WORK TO BE EXECUTED BY (Please tick appropriate box)

- ☐ **COUNCIL** (Council to perform the work and provide a quote to the applicant if applicable)

Please note:-

It is beneficial to Council if you could physically mark the kerb with text or paint to identify the location where the kerb is to be cut to allow for the crossover.

- ☐ **CONTRACTOR** (Please provide details below)

Contractor Name:

Company Name:

Phone Number: (BH) Mobile

TIMEFRAME OF PROPOSED WORKS (If Contractor performing work)

START DATE FINISH DATE

HOURS OF OPERATION am/pm TO am/pm

If a contractor is performing the work in lieu of Council, the following is required to be submitted with your application:-

- **Certificate of Currency (COC) showing Public Liability Insurance for the sum of \$20 million (minimum)** This COC can either be the contractors or the applicant's (Home Insurance Policy can be used) as long as it covers public liability insuring the minimum dollar value specified.

SITE PLAN INFORMATION

On the following page, please provide a detailed site plan showing the following:-

(This site plan can either be drawn in the provided space within this application or separately attached)

- The layout of the entire area being used showing the location of property in relation to street alignment etc.
- The precise location of proposed crossover including measurements.
- The location of other infrastructure in the vicinity of proposed worksite (eg. existing crossovers, trees, stobie poles, street light pole etc)
- The position of any equipment that will be on site (eg. Signs, bollards etc).
- Traffic Management – A walkway of at least 1.5m is required for pedestrian movement. You must show how you intend to safely divert pedestrians and/or other traffic around the defined area (eg. Bollards, bunting, signage etc).

SITE PLAN

APPLICANT DECLARATION

I, the applicant confirm that I have read and understood the information provided and accept Council's terms and conditions as stated within this application.

I also understand that I as the applicant am responsible for any cost that may be associated with the construction of the crossover as described within this application (Please read terms and conditions for clarification on associated costs).

SIGNATURE: DATE:

COUNCIL USE ONLY (To be completed by Council)

APPROVAL SECTION

Approval of this application is subject to the applicant's acceptance of Council's terms and conditions stated within this application.

This crossover application has been:-

APPROVED / DECLINED

(please circle one)

If application has been declined please state reason below:-

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APPROVED BY: APPLICATION NO:

SIGNATURE: DATE APPROVED:

APPLICABLE CHARGES (Only required if Council is performing the work)

TOTAL COST QUOTED: \$ COSTING DONE BY:
(Council Officer's Name)

COST TO BE COVERED BY:

☐ APPLICANT

PRIVATE WORKS ORDER NO:
(If applicable)

☐ COUNCIL

COMPLETION OF WORK

WORK COMPLETED BY: DATE COMPLETED:

COMPLETED CROSSOVER INSPECTED BY:
(Council Officer Name)

DATE OF INSPECTION: SIGNATURE:

TERMS & CONDITIONS

1. CONSTRUCTION OF CROSSOVERS

A crossover (vehicle access point) is the location that allows vehicles to enter a property from the road without kerb obstruction. The crossover is the smooth section of concrete between the road and start of footpath that replaces the kerb and they can only be constructed in built up areas of Port Pirie Regional Council where concrete kerbing exists.

Council can perform this work (cost may be associated) or the owner can engage their own contractor (cost to be paid by applicant).

2. COUNCIL REQUIREMENTS

If there is no existing vehicle access point to the property and high back kerb is present, Council will provide 1 standard crossover per rateable property at no charge.

If a crossover is required where “rollover” kerb is present, the cost is to be borne by the applicant, as “rollover” kerb is deemed as an adequate vehicle crossing point.

Refer to definitions for further clarification.

3. TIMEFRAME FOR EXECUTION OF WORKS

Council

Once an application has been approved, the work will be executed at Council’s earliest convenience. There may however be a delay of any length of time, depending on Council’s work schedule.

Contractor

Work must be carried out within the timeframe specified in the application.

4. WORKS TO BE PAID BY OWNER

The following crossover works require the full cost to be covered by the applicant:-

- Additional crossover
- Alterations to existing crossover
- Extensions of existing crossover
- Location of crossover to be changed and existing crossover reinstated
- Crossover to be constructed where “rollover” kerb is present

A quote will be provided to the applicant if work is to be carried out by Council.

5. PAYMENT OF WORKS

If the applicant is required to pay the cost of the specified crossover work, an invoice will be sent to the applicant which will need to be paid within the specified timeframe.

6. CROSSOVER APPROVAL

All crossover requests (new, additional, extension/alteration etc) will be assessed by Council to determine suitability and approval will be subject to Council’s decision subsequent to this assessment.

TERMS & CONDITIONS (cont'd)

7. PUBLIC LIABILITY INSURANCE

If anyone other than Council is performing the work, the applicant must provide a Certificate of Currency (COC) for public liability insurance which covers the life of this permit, insuring for a minimum sum of twenty million dollars (\$20 million) to indemnify Council.

If the applicant is not a registered business owner, a current home insurance policy covering public liability insuring for a minimum sum of twenty million dollars (\$20 million) can be provided in lieu of public liability insurance.

8. SAFETY MEASURES

If anyone other than Council is performing the work, it is the applicant's responsibility to ensure the defined area is kept clean and that all safety and protective measures are applied throughout the duration of the work to avoid hazards. The safety of pedestrians, vehicles and other road users must not be endangered and no damage to public infrastructure must be caused during the execution of works.

All signage and devices must comply with Standard **AS1742** at all times.

9. SERVICES

If anyone other than Council is performing the work, the applicant will be responsible for ensuring that no damage is caused to underground services (eg: Telstra, Gas, Sewer, Water) during the execution of the work and that provision is made where necessary for the requirements of these utilities to be met and relevant approvals in place. Applicant is advised to contact Dial Before You Dig on 1100 or www.1100.com.au

10. PUBLIC ACCESS

Throughout the duration of the works, there must be adequate footway access for pedestrians which is no less than **1.5 metres** wide. It must be shown on the submitted site plan how pedestrians will be safely diverted around the worksite and what safety measures they will have in place to accommodate this diversion.

11. EQUIPMENT

Council does not lend out any equipment that may be required for the duration of the works. All signage, safety barriers, bollards, bunting etc must be acquired by the applicant from a source other than Council.

12. INDEMNIFICATION OF COUNCIL

If anyone other than Council is performing the work, the applicant must accept all responsibility and must agree to indemnify and keep indemnified the Council, its servants and agents from all actions, costs, claims, charges, expenses and damages whatsoever which may be brought or made or claimed against them arising out of or in relation to the granting of such permit and the establishment and operation of the said works.

13. APPLICANT TO PAY REPAIRS

If anyone other than Council is performing the work, the applicant must bear the full cost of any repairs carried out by Council or its nominated person/s within the defined area of the works including the area immediately adjacent, which in the opinion of Council have been caused by the activities of the works as defined within this application.

DEFINITIONS

Vehicle Access Point

A vehicle access point is defined as a location that allows vehicles to enter a property from the road without kerb obstruction.

This means that “Rollover” kerb is deemed as a vehicle access point.

Standard Vehicle Access Point

A standard vehicle access point is **3.3m** in width but shall not exceed **3.5m** without approval.

Rateable Property

A “rateable property” is defined as a property that pays 1 set of rates.

This means that if you own two (2) or more properties (which are commonly situated adjacent to each other) but they are rated together, meaning you only pay one set of rates for both properties, all the properties that are rated together are classed as one “rateable property”.

If adjacent properties are rated separately then each property is classed as a separate “rateable property”.

High Back Kerb

“High Back” refers to straight edge kerb that you cannot drive over.

Rollover Kerb

“Rollover” refers to angled kerb that allows vehicles to drive over it.