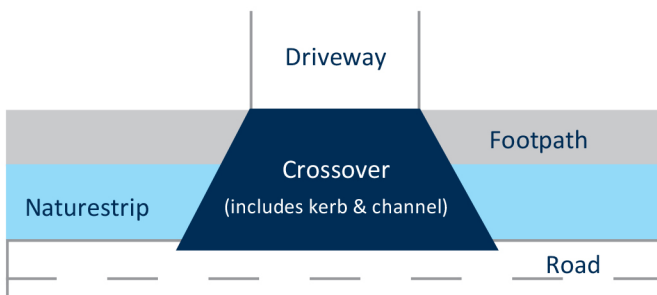


# Building a Crossover in Wyndham

## What is a crossover?

A vehicle crossover provides access to your property from the front property line to the road edge (see diagram below). To construct a crossover, extend, or relocate a crossover you must obtain a Road Opening Permit. This is obtained from the Wyndham City offices at the Civic Centre, 45 Princes Highway, Werribee.

A permit fee is applicable and you are required to have the permit, receipt and any relevant documentation at the crossover inspection prior to the pouring of the concrete. A Road Opening Permit is valid for six (6) months from the date of issue.



## Can I extend the crossover?

The crossover can be extended. The total width of the crossover can be up to 6 metres at property's boundary line.

## How many crossovers can I have?

Wyndham City's policy is that each property is to have one crossover. The City's approval is required for any additional crossovers. Permission will only be given where there is a minimum of 7 metres between the existing and new crossover to allow for on-street parking, and the property must also have a minimum frontage of 17 metres.

An additional crossover may be approved in instances where there is a circular driveway, a corner allotment, where there is access to the rear of the property / additional garage or where there is Town Planning approval.

## What is required if there is a Planning or Subdivision Permit?

If there is a Planning or Subdivision Permit associated with these works, you need to provide the WYP/WPS number and a copy of Town Planning endorsed plans stamped 'Approved' by Wyndham

City's Town Planning Department at the time of application. A building or site plan is not acceptable. This requirement does not apply to single residential dwellings.

## Who is responsible for the crossover?

The construction, extension, relocation and maintenance of a crossover is at the property owner's expense. The crossover must comply with Wyndham City's vehicle crossing standard drawings (available from the City's website or Civic Centre) to ensure that it is constructed to the approved specification. You must employ a private contractor who has the appropriate public liability insurance necessary to work in public land to undertake the works

## What do I need from my contractor?

Wyndham City requires a current copy of your contractors Public Liability Certificate of Currency at the time of application. The following details should appear on the contractors public liability certificate:

- Contractors name and address
- Name of contractors insurance company
- Policy number and expiry date
- Amount covered under policy (minimum \$5,000,000 required)

Please also provide a contact number of your contractor for inspection purposes.

[www.wyndham.vic.gov.au](http://www.wyndham.vic.gov.au)

## Can I use anything besides plain grey concrete?

The crossover must be constructed to match the colour and pattern of that approved as part of the original subdivision. In the majority of instances, this will be plain grey concrete.

## The crossover is in the wrong place! What can I do?

If the existing crossover is not suitable as an entry to your property, you must apply to relocate it. As a permit condition, the existing crossover must be removed prior to the crossover inspection and the area returned to naturestrip conditions with the kerb and channel reinstated. Prior to construction of your dwelling/garage, you should first contact Wyndham City to ensure the crossover relocation will meet the City's permit requirements.

## What obstructions do I look for?

The proposed crossover must be at least 1.0 metre clear of any structure or asset such as traffic and/or street signs, fire hydrants and must be at least 1.0 metre clear of light poles.

The crossover must also be 1.0 metre clear of service conduits such as gas, water, electricity and telecommunications. On the concrete kerbing, the markings 'G', 'W', 'E' and 'T' show the location of the service conduits. The property owner must sign a consent form if conduits are closer than 1.0 metre from the crossover.

The proposed crossover also needs to be a minimum of 9 metres clear from the nearest intersection and 3.0 metres clear from trees on the naturestrip.

Please check for obstructions listed below prior to applying for a permit:

Asset	Action
• Power/light pole	You must obtain the appropriate service authority's written permission to locate a crossover closer than 1.0 metre to this service.
• Telstra pit and/or pillar box	You must obtain the appropriate service authority's written permission to locate a crossover closer than 1.0 metre to these services.
• City West Water pumping station • Water valves • Parking bay • Existing crossover(s) • Fire hydrants • Drainage pit(s) • Street sign(s) • Other signs (eg. traffic signs) • house drain	You must obtain the appropriate service authority's written permission to locate a crossover closer than 1.0 metre to these services. You must obtain Wyndham City's permission to locate a crossover closer than 1.0 metre to any of these services. You may be required to relocate the exit point for your house drain.
• Street trees	A minimum distance of 3.0 metres from the edge of the crossover to the face of the tree trunk, is required.
• Intersection	You must ensure the crossover is 9 metres clear from the nearest intersection.
• Service conduits or pipes under the roadway (stamped 'G', 'W', 'E' & 'T' on kerb)	You must complete and sign a consent form (available from Wyndham City) before constructing a crossover over these conduits.

## Further information

These details are only a broad outline of the City's requirements for constructing a crossover. A more complete specification can be obtained from the Wyndham City Civic Centre or website: [www.wyndham.vic.gov.au](http://www.wyndham.vic.gov.au).

Wyndham City can assist with any further issues that are not covered in this information brochure.

## Crossover Checklist



### CHECK SITE

Before applying for a permit to build a crossover, ensure there is adequate clearance from all obstructions.



### PUBLIC LIABILITY INSURANCE

When applying for the crossover permit, you must have a copy of your contractor's Certificate of Currency detailing:

- Contractor's name and address
- Name of contractor's insurance company
- Contractor's public liability insurance policy number
- The expiry date of the contractor's public liability insurance policy
- The amount covered under the Contractor's public liability insurance (minimum \$5,000,000 required)



### COPY OF TOWN PLANNING ENDORSED PLANS STAMPED BY THE TOWN PLANNER

For developments in Wyndham that require a Town Planning Permit (eg. dual occupancy, units, developments etc), stamped plans must be provided at time of application. It is not adequate to supply the building or site plan.

NB: this does not apply to single residential dwellings.



### INSPECTION

An Inspection is required prior to pouring the concrete for a crossover. You are required to have the permit, receipt and any relevant documentation at the crossover inspection.

Please quote your Road Opening Permit and Receipt Number along with your contractor's name and phone number when making a booking for an inspection.

**24 hours notice is required for an inspection.  
Phone: 9742 0777**