



Residential Driveways

A self-help guide for Redland residents for properties with kerb and channel

This package has been developed to assist residents to construct and/or modify a driveway.

What is a driveway/driveway crossover?

A driveway is a residential vehicle crossing that provides safe and reasonable access from the road to a property. Where there is a concrete kerb and channel, the crossover is the 900mm deep section of driveway where the kerb is cut (see reference drawing). Where there is no kerb or pipe crossing, the crossover is the section of driveway from the edge of road to the private property edge of the roadside table drain.

How many driveways can I have?

Refer to Domestic Driveway Crossover Permit form for the Pre-Lodgment Criteria to determine if the criteria can be met for the house or dual occupancy (duplex). If the criteria cannot be met, please lodge an operational works application.

Do I need a permit to Construct/Modify/Replace my driveway?

Yes: Permits are required for driveway construction on both State Controlled and Local Government road reserves. If constructing/modifying/replacing your driveway involves working on Council land a permit is required to be obtained under Redland City Council's Local Law No 1- 1.1 Alteration or Improvement to Local Government Controlled Areas, Facilities and Roads. If your access is from a State Government Controlled road please contact them on 13 74 68 regarding a permit.

Can I build my own driveway?

Yes: You can build your own driveway or you can engage the services of a licensed contractor. If you believe a driveway cannot be constructed in accordance to Council's standards and requirements contact us for advice on how standards can be met.

Can I build my driveway behind the existing kerb?

No: you must cut the kerb as shown in Council's reference drawings.

I have a double track driveway, can I replace it with the same?

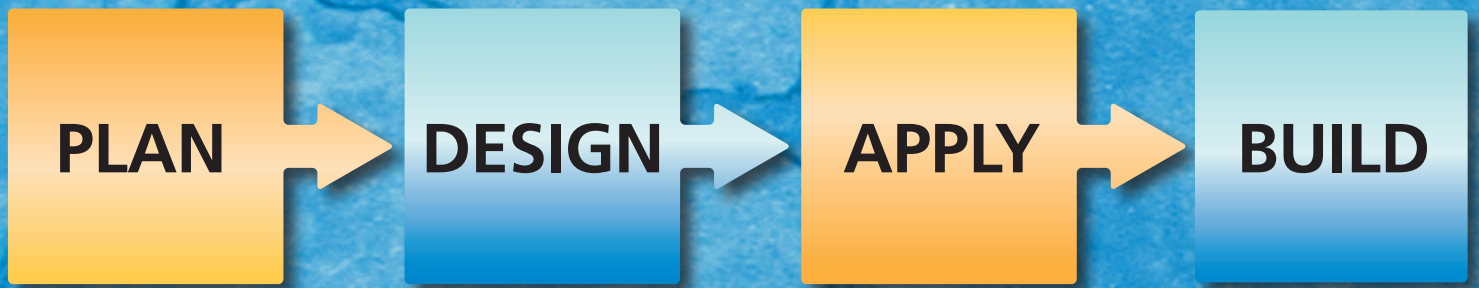
No: This style of driveway does not meet Council's current standards and any replacement or modification works must meet Council's current standards.



Checklist

- I have located all underground pipes and cables. Dial before you Dig www.1100.com.au
- I have read Council's requirements for constructing a driveway.
- I have obtained other necessary permits prior to submitting this application. (see back page).
- I have obtained Council approval before conducting work within 2m of an established street tree.
- I have viewed Council's reference drawings relevant to my driveway location.
- I have chosen a non-slip, load-bearing driveway surface.
- I have photographed or written a statement detailing all existing damage to the kerb, channel, footpath and/or road surface to submit with my application.
- I have completed the application form, attached the mandatory requirements and the property owner/s have signed the declaration.

For more comprehensive information visit www.redland.qld.gov.au or call 3829 8999



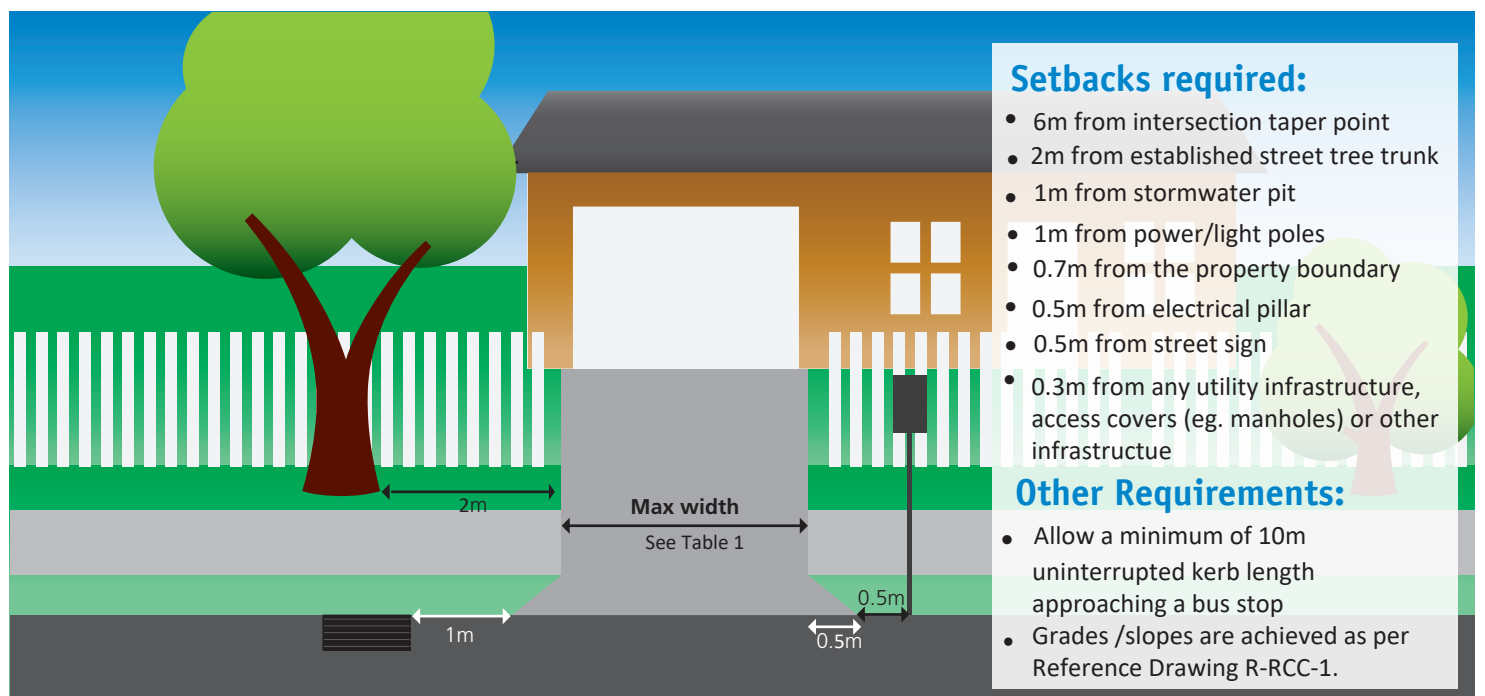
Step 1 - Plan

As a general rule, a property is only allowed one access point per frontage. Obstructions in the footpath verge need to be considered as they can affect the location of the driveway and be expensive to remove, alter or work around. Considerations include trees, street lights, inter-allotment drainage, road drainage, signs, pathways and road islands. The location of driveways can also affect on-street parking.

Remember that if your property access is located along a State Government controlled Road you need to apply to Department of Main Roads for your permit - call 13 74 68 regarding inspection of your driveway.

Step 2 - Design

To assist with designing your driveway, Council has reference drawings now included on the Application form. In urban areas, driveways must be friendly to other road users and strong enough to withstand vehicle loads. The use of loose material such as gravel or stone is not supported – the finished surface is to be non-slip and free of trip hazards. It is recommended a licensed contractor be engaged to construct your driveway – they have experience with Council standards and can offer advice





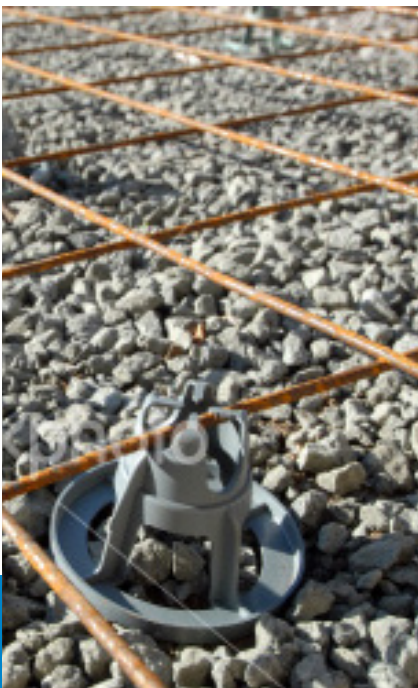
Step 3 - Application

A Permit or Operational Works approval is required prior to construction of your driveway. If an Operational Works approval is not required and the prelodgement criteria can be met, you should submit an application form with the appropriate fee at least two weeks before the scheduled construction date. Please ensure you provide the mandatory lodgment requirements with your application to demonstrate compliance with all Council requirements. Application forms can be found online at www.redland.qld.gov.au/info/20148/roads_and_marine/272/permits_and_licensing_-_roads_and_marine.

Once the application has been approved, a permit will be issued to allow work to commence on site.

Step 4 - Construction

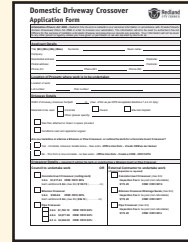
Once your driveway has been "boxed out" and prior to pouring the driveway, pre-pour photos must be submitted to council. Your driveway will need to be inspected once the construction is completed. Safe access for pedestrians must be maintained along the road verge at all times during construction. Upon completion contact Council on 3829 8999 to book you inspection.



Key points to remember



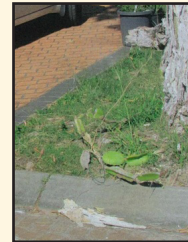
Do consider trees and infrastructure such as services, water meters and drainage when planning your driveway



Do apply for a permit before you start construction



Don't install any "bridging" materials in the gutter of the road such as checker plates, timber sleepers or concrete



Don't build or dig within 2m of a street tree, remove or prune a street tree without Council's written permission



Don't use tiles or other slippery materials to surface a driveway



Don't create trip hazards by building at a different level to the footpath



Don't construct over or within 1m of a storm water grate or catchpit



Do ring Council and ask for assistance if you need help with your application

Frequently asked questions

How many driveways can I have?

Householders are allowed one driveway per street frontage. The driveway can have a maximum width of 6m on the footpath/verge. If you wish to construct a second driveway on the same frontage, please lodge an operational works application.

What if there are trees or infrastructure such as services, water meters or drainage in the way?

Footpaths often have trees and infrastructure such as power, telephone, drainage and sewerage. These must be considered when designing a house or building a driveway. Significant trees, traffic islands, electricity poles and stormwater pits can not normally be moved to suit driveways and the cost for remedial works is the owner's expense. This can represent a considerable cost. Water meter/s or trees need to be referred to Council for approval.

Driveways should be no closer than 2 metres from the outer trunk of existing street trees, and a **root barrier must be installed** to protect the driveway. Consideration should also be given to incorporating a crack-management joint in the driveway.

Driveway construction requirements

In building the driveway it is important that the surface, level and construction methods provide a safe and functional access.

- Driveways are not to be covered with a tiled or paved surface
 - Driveways are not to extend into the stormwater channel. Residents must not install any "bridging" materials in the gutter of the road such as checker plates, timber sleepers or concrete
- Crossings are to be constructed square to the street alignment, wholly contained within the site frontage and sealed/surfaced to the satisfaction of Council from invert of channel to property
- Driveway must include a minimum setback from property boundary of 700m so that the taper may finish on the boundary but driveway is offset.

What are my responsibilities during construction?

The property owner is responsible for:

- Obtaining a permit to construct a driveway crossover before work begins
- Constructing the driveway to Council standards
- Ensuring all concrete work adjoining an existing concrete structure (eg footpath or kerb and channel) is dowelled to prevent future movement
- Any modifications to the kerb and channel, or open drains
- Public liability in case of injury or property damage caused by the owner
- Determining the location of any services that may be affected by the driveway – dial before you dig (1100) or visit www.1100.com.au.

Council has reference drawings available to assist with the construction of a driveway. These drawings are included as part of the Driveway Crossover Permit Application Form.

What are my responsibilities when the driveway is complete?

The property owner is responsible for the upkeep of a driveway/driveway crossover including:

- Repair of the driveway as a result of root damage
- Any damage or breakage to the driveway
- Soil drop-off at the driveway edge
- Damage to the kerb and channel near or in front of the driveway
- Ensuring the driveway does not pose a hazard risk to anybody using the Council-managed footpath/verge.

Other permits or consents

You must obtain Council permission before carrying out any of the activities listed below.

- Temporarily close a road to traffic
- Prune, remove or relocate an existing street tree or its roots*
- Place materials on the footway
- Connect to Council stormwater drainage
- Relocate your water meter
- Relocate a traffic sign*
- Change pavement markings*
- Relocate a stormwater pit
- Incorporate a sewerage or stormwater maintenance hole into your driveway
- Relocate a bus stop*.

** These activities can only be performed by a Council officer.*

Council permits can be applied for by visiting www.redland.qld.gov.au and submitting a work request or downloading an application form. Alternatively requests for Council permits can be made by calling Council on 3829 8999.

Main Roads

If access to your property is from a State Government controlled road you will require Department of Main Roads permission for your driveway. Requirements may include access approval, temporary lane closure and traffic management permits.

Visit www.mainroads.qld.gov.au for more information. Ph 13 74 68.

Police

If you have obtained consent from Council or the Department of Main Roads to close a road, you will need to approach the permit section of the Queensland Police Service to authorise the road closure. Call 3364 3131 to obtain a permit.