

Information for constructing a new crossover

A crossover can be defined as an extension of the driveway extending from the property boundary to the road kerb.

The crossover application form must be submitted to the City a minimum of 10 business days prior to the scheduled commencement of works. Once the application is approved you will receive a notification advising you how to pay for and receive the formal approval. An application fee of \$79.10 is to be paid by the applicant upon the approval of the application in accordance with the City's schedule of Fees and Charges.

No works shall be commenced until this application is approved by the City.

Applications can be submitted in person at the City's Administration Centre at 241 Rokeby Road, Subiaco, or can be emailed to city@subiaco.wa.gov.au.

The applicant is to make sure that a suitable car parking facility within the property is provided and approved by the City's Planning Services branch prior to lodging this crossover application form to the City's Technical Services directorate. If this has not yet occurred or there are issues providing a parking area within the property, please contact the City's Planning Services on 9237 9222 who can assist. This is to ensure that vehicle access to and from your property can be accommodated safely and to protect both yourself and pedestrians using the adjacent footpath.

The crossover is to be constructed in accordance with the WALGA Crossover Guidelines. The current standard and specification for a new crossover can be found on the WALGA website. If there are any variations to the specifications, the City might request the applicant to provide reasons/justifications for further assessment of

the application. Please be advised that such variations to the specifications may not be approved by the City or may delay the processing of your application.

Every effort should be made to avoid removing a street tree or council infrastructure. Written approval is required for a street tree or infrastructure assets to be removed or relocated. Any cost incurred for relocation or removal of City assets will be paid by the owner of the property. All works carried out are to comply with the City's policies, guidelines and Australian Standard relating to the protection of trees on or adjacent to development sites (AS 4970–2009). Staying within the guidelines of the street tree policy to minimise the risk of tree damage/death, a minimum clearance of two metres is required from the base of the existing street trees. In the event of removal or replacement of a street tree/s, a replacement will need to be planted nearby and of a species complying with the City's Street Tree Policy which can be found on the City's website. Please contact the City's Parks Services on 08 9387 0942 for clarifications on the Street Tree Policy.

This information is available in alternative formats upon request.

Application to construct a new crossover

Application Fee: \$79.10

Fee is required upon application approval.

Applicant Information

Applicant name: _____

Business name (if applicable): _____

Address: _____

Suburb: _____ Post code: _____

Telephone: H: _____ W: _____ M: _____

Email: _____

Location of crossover: _____

Crossover Description

<p>Purpose</p> <p><input type="checkbox"/> New/Relocated Crossover – First crossing in respect of the land, or relocation of existing</p> <p><input type="checkbox"/> Upgrade existing crossover –Replacing/resurfacing an existing crossover</p> <p><input type="checkbox"/> Other</p> <p>_____</p>	
<p>Size</p> <p>A standard single crossover is minimum 2.75m wide and double crossover is up to a maximum of 6m wide.</p> <p><input type="checkbox"/> Single, Size -----</p> <p><input type="checkbox"/> Double, Size -----</p> <p><input type="checkbox"/> Other, Size -----</p>	<p>Type</p> <p><input type="checkbox"/> Concrete</p> <p><input type="checkbox"/> Brick</p> <p><input type="checkbox"/> Other _____</p>

Is this crossover application related to any current City of Subiaco development approval?

- Yes , please specify development approval number: DA _____
- No

Is this crossover application related to any subdivision or strata clearance?

- Yes, please specify Strata approval no _____
- No

Diagram

Please insert diagram below to locate the crossover including the following details: Copy of building site plan or hand sketch, crossover dimensions, street frontage, distance from the side boundary, street trees, footpath and any other utility services nearby. Attach photos if required.

Checklist

Items	Yes	No	N/A	Notes
Site plan attached?				
Crossover dimensions annotated? <i>2.75m–6.00m width (residential)</i>				
Minimum 6m from street corner truncation?				
Provision of paved/concrete apron (wings) of 1.5m x 1.5m or similar?				
Are there any services such as Water Corporation, Alinta, Synergy or manhole/pits (this may require the provision of a trafficable lid at Owner's cost) in the proposed location?				
Minimum 1m from street lights, power poles and other infrastructures?				
Does crossover back on to a laneway?				
Footpath intersecting the crossover demonstrated on the plan?				
Street trees demonstrated on the plan? <i>Minimum 2m distance from street tree.</i>				

Additional notes

I hereby accept the conditions as set out in the City of Subiaco’s Crossover policy and applicant information sheet, and seek approval for a crossover to be installed at the property.

Signature: _____

Name: _____

Date: ___ / ___ / ___

Office Use Only

Crossover approved? Yes (sketch/drawing to be stamped)
 No (refusal letter to be provided)

Name (Manager or Coordinator only): _____

Signature: _____

Date: ___ / ___ / ___