

Driveway Crossover Policy	
Type	Governance
GDS Category	Governance – Public
Responsible Officer	General Manager City Infrastructure
Policy Adopted	September 2026
Review Period	3 years
Last Reviewed	
Next Review Date	September 2029
Policy Version Number	
Applicable Legislation	Local Government Act 1999
Related Documents	•
Public Consultation Required	NO

POLICY OBJECTIVE

1. PURPOSE

- 1.1. The Driveway Crossover Policy (The 'Policy') regulates the design, construction, and maintenance of a vehicle access point between private property and the public road,
- 1.2. The purpose of the policy is to ensure public safety, protect public infrastructure, maintain streetscape character while ensuring technical compliance of elements within the public road reserve, such as footpaths, verges, and roadways, and
- 1.3. This Policy is subject to all relevant legislation and defines the responsibilities for the construction, maintenance, removal, and repair of crossovers.

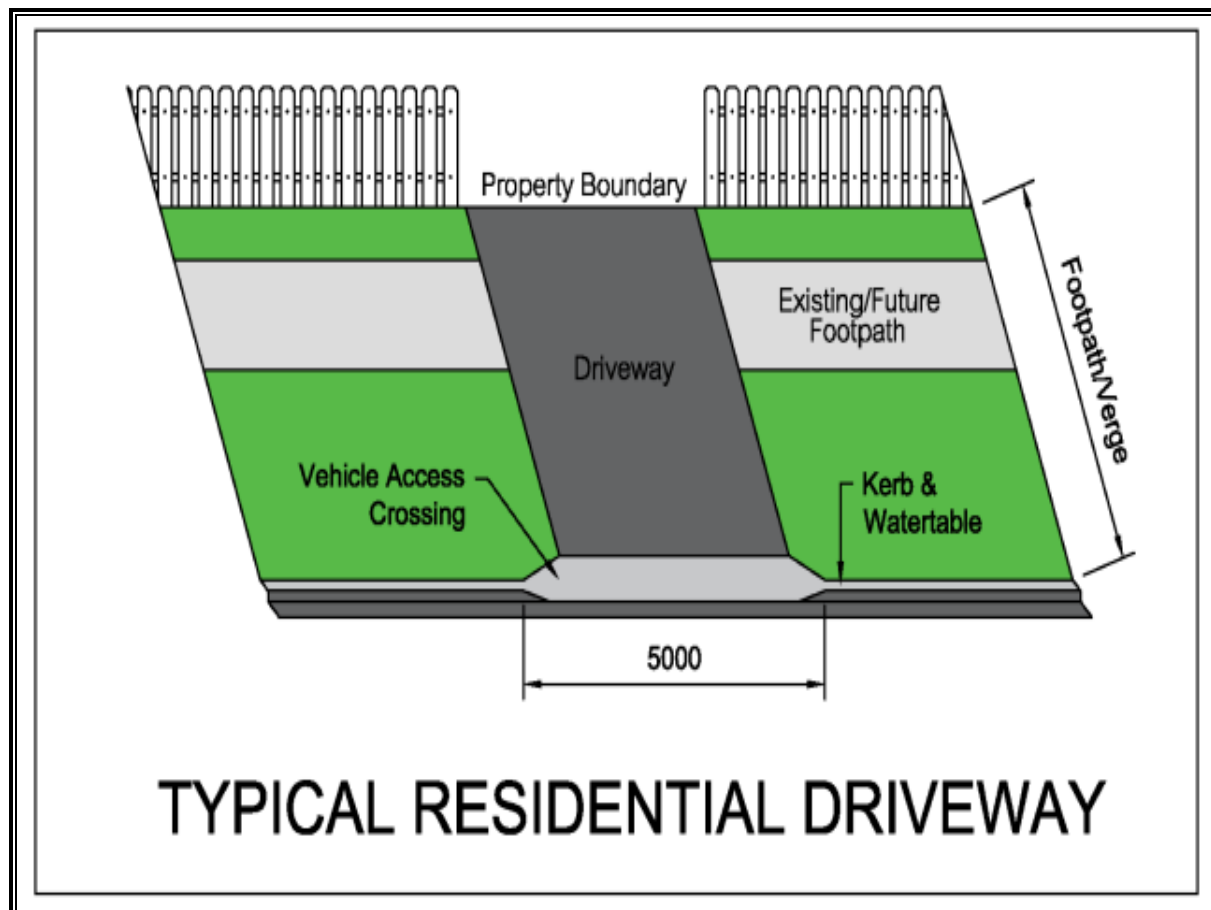
2. SCOPE

- 2.1. The Policy applies:
 - 2.1.1 Where one (1) or more vehicle crossovers are to be constructed to gain or modify access from a road carriageway to the property boundary of an allotment,
 - 2.1.2 For obtaining Council approval to modify the construction of an existing approved access point, or to apply for a new crossover, and
 - 2.1.3 To the ongoing maintenance and responsibilities of property owners associated with existing crossovers.

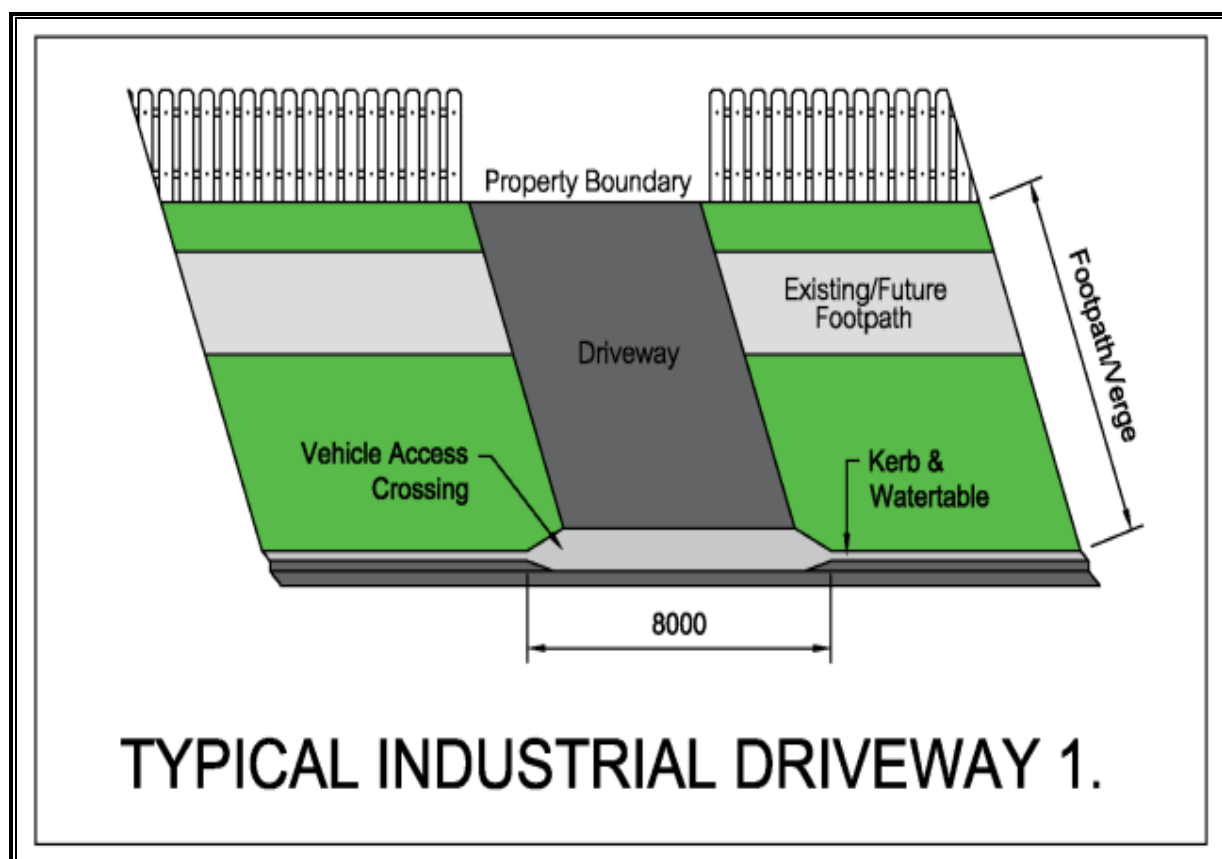
3. DEFINITIONS

Applicant	The owner of the property where the crossover is intended.
Crossover or Driveway	Crossover shall mean the area of road reserve that acts as the point of vehicular access for a property between the road carriageway and the property boundary.
Council	City of Whyalla.
Property owner	The owner of the property that utilises the crossover to access the adjoining road carriageway.
Public Road	Public Road shall have the same definition as the Local Government Act 1999.
Vehicle	Vehicle shall have the same definition as the Road Traffic Act 1961.

Standard Residential Driveway



Standard Industrial Driveway



4.1. The Driveway Crossover Policy is to be read and implemented in conjunction with Council's other relevant policies, strategies and documents, including:

4.1.1 *Local Government Act 1999 – Section 221 Alteration of a Road*

- (1) A person (other than the council or a person acting under some other statutory authority) must not make an alteration to a public road unless authorised to do so by the Council. Maximum penalty: \$5000
- (2) A person makes an alteration to a public road if the person –
 - (a) Alters the construction or arrangement of the road to permit or facilitate access from an adjacent property.
- (3) An authorisation is not required under this section an alteration to a road if –
 - (a) The person who proposes to make the alteration has some other statutory authorisation to make the alteration.

4.1.2 SA Planning and Design Code, and

4.1.3 Strategic Plan 2025-2034

5. APPLICATION OF POLICY

- 5.1. All crossover works must be approved prior to commencement by Council under Section 221 (s221) of the Local Government Act 1999. Applications are to be made in writing by the property owner using Council's City Works Permit Application Form and must include all information required by Council,
- 5.2 All s221 applications for the provision and approval of crossovers will be considered taking into account crossover width, road width, allotment frontage/s, proximity to existing street trees, proximity to other crossovers, and proximity to other services such as stobie poles and utility pits,
- 5.3 Property owners are responsible for the ongoing maintenance of driveway crossovers between the kerb and property under *Section 218 of the Local Government Act, 1999*,
- 5.4 The City Works Permit Application Form sets out detailed operational conditions for crossover works, including (without limitation) the requirement to obtain Council approval prior to undertaking the proposed works:
 - 5.7.1 Construction standards and materials;
 - 5.7.2 Public Liability Insurance (minimum \$20,000,000);
 - 5.7.3 Contractor qualifications and any pre-approval by Council;
 - 5.7.5 Before You Dig Australia/utility location and coordination responsibilities; and
 - 5.7.6 Pre-start notification and minimum notice periods before works commence.
- 5.5 Crossovers contribute visually to the quality and character of streetscapes and should be consistent in materials which are complimentary to the footpath,
- 5.6 Council may amend the City Works Permit Application Form and associated Standard Details from time to time to reflect updates to legislation without requiring amendment of this Policy,
- 5.7 Where a crossover is approved as part of a Development Approval, the applicant must still obtain appropriate s221 authorisation and comply with the City Works Permit Application Form and this Policy. In any conflict between a condition of development approval and this Policy, the City Works Form and the s221 conditions will take precedence,
- 5.8 Crossovers must be designed to provide the following minimum clearances specified below. Any removal and/or relocation of existing assets shall only be permitted where prior written approval has been obtained from all relevant authorities. Where such approval is granted, all associated works shall be undertaken at the applicant's cost and concurrently with the driveway crossover works:
 - 5.8.1 1 metre from stobie poles,
 - 5.8.2 1 metre from side entry pits,
 - 5.8.3 0.5 metre from neighbouring stormwater outlet or pipes,
 - 5.8.4 2 metres from the side of an existing street tree, and
 - 5.8.5 10 metres from non-signalised intersections.
- 5.9 Commercial properties may be subject to different crossover requirements than residential properties due to the increased operational demands associated with commercial land uses. Council reserves the right to apply alternative design standards, impose additional conditions, or restrict the number and width of commercial property crossovers where necessary to protect public infrastructure and ensure safe and efficient road use.

6. RESPONSIBILITIES

6.1 Property Owner Responsibilities:

- 6.1.1 The property owner is required to carry out approved crossover works in accordance with Council Specifications and Standard Details and be to Council's satisfaction.
- Failure to comply with Council specifications may result in Council exercising powers to request removal and/or reconstruction of the crossover, at the property owner's cost,
 - Failure to comply with 6.1.1 may result in Council, in accordance with Section 213(2) of the Local Government Act 1999, carrying out the works to remove and/or reconstruct a crossover and recover the cost, as a debt, from the property owner, and
 - All new crossover works for newly constructed dwellings shall be completed within six months of the date of occupation.

6.2 Council Responsibilities:

- 6.2.1 Approvals and inspections, and
- 6.2.2 Reinstatement where Council causes damage.

7. FUNDING AND COST ALLOCATION**7.1 Owner-funded Works**

- 7.1.1 New crossovers associated with a development,
- 7.1.2 Widening or relocation requested by the owner,
- 7.1.3 Upgrades associated with development,
- 7.1.4 Repairs resulting from owner-caused damage, and
- 7.1.5 Asset relocations required for owner-requested works.

7.2 Council-funded Works

- 7.2.1 Crossover reconstruction required solely because of Council road, footpath, drainage, or streetscape projects,
- 7.2.2 Reinstatement following Council works, and
- 7.2.3 Safety upgrades initiated by Council where the crossover would not otherwise require replacement.

7.3 Shared-cost Works

- 7.3.1 Where Council determines an existing crossover is a community risk and not aligned with a Council footpath renewal project,
- 7.3.2 Council will contribute 50% of the replacement cost,
- 7.3.3 The balance is payable by the property owner, and
- 7.3.4 Payment arrangements may be approved.

Important Note - Current Implementation Statement

Notwithstanding the shared-cost provisions of this Policy at 7.3, Council has determined that, in recognition of current economic conditions within Whyalla, property owner contributions will not presently be sought for crossover replacement works undertaken in conjunction with Council footpath renewal projects. Until otherwise resolved by Council, eligible crossover replacement works required as part of Council-initiated infrastructure projects will be funded by Council.

8. REVIEW

The Policy will be reviewed every 3 years or as required by legislation.

9. RESPONSIBLE PERSON

General Manager City Infrastructure

10. AUTHORITY

This policy was adopted by Council at its meeting held on Monday 21 September 2026.