Rural Vehicle Crossing Application

Western Bay of Plenty District Council

Email completed application to roading@westernbay.govt.nz. Payment is required prior to processing.

Applicant details

Name:

Postal Address:

Contact Number:

Email Address:

INVOICE DETAILS:

You will receive an invoice on receipt of your application. Please ensure you provide sufficient detail below. Payment is to be made prior to processing of your application.

Name on Invoice:

Address:

Attention:

Vehicle crossing location

Street No: (if existing)

Street Name:

Town:

Legal Description: Lot: DP: Parcel ID:

Crossing type

☐ Diagram A Commercial and Tanker entry

☐ Diagram B Pastoral lots > 1ha

☐ Diagram C Rural residential < 1ha

☐ Unsure

Status: (*Note: This can be a combination of two or all three in some cases)*

☐ New ☐ Upgrade Existing ☐ Close Existing

Purpose

☐ Required as part of Building Consent (BC) **BC No:**

☐ Required as condition of Resource Consent (RC) **RC No:**

☐ Other: *If other, please provide reason. Please use another page if necessary.*

Roadside Edging Type:

☐ Concrete kerb and channel ☐ Sealed edge only ☐ Metalled edge only (i.e. unsealed road)

If assistance is required for this section, please contact us on 0800 926 732.

- *Council officers may subsequently change the type and/or location of crossing(s) as requested so as to comply with our minimum standards.*

Applicant

I have read and understood all of Councils requirements that form part of this application:

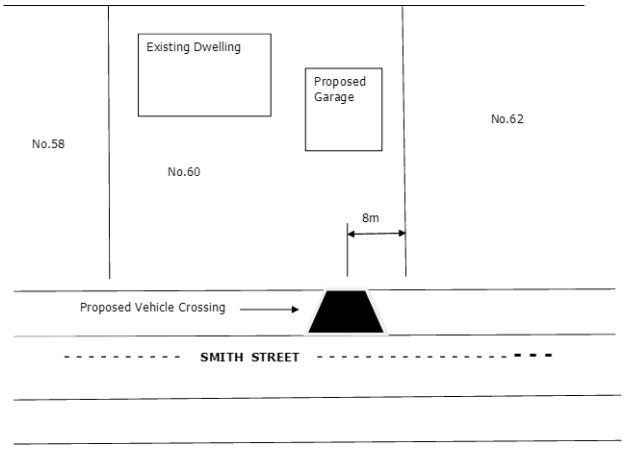
Applicants Name: _____

Applicants Signature: _____

Date Signed: _____

Vehicle crossing - site plan

Please provide a sketch diagram showing location of proposed vehicle crossing (below is an example only) along property frontage. Hand-drawn sketches are acceptable provided they include all relevant details (e.g. measurements to boundaries) and are legible. Note that if subject to a building consent or resource consent application, you may use copies of drawings already supplied as part of those applications.



Payments

Total Certification and Inspection Fee $919. A re-inspection fee of $369 will be invoiced, if required. An invoice will be issued on receipt of your application, ensure you provide invoice details as per above. Payment can also be made via Internet Banking or Credit Card via Council Call Centre on 0800 WBOPDC – 0800 926 732. **Please ensure you add payment references as per below:**

Western Bay of Plenty District Council
ANZ: 01–0434–0180600–00
1st Reference: SURNAME
2nd Reference: ADDRESS (Location of Crossing)
3rd Reference: VEHADM

Vehicle Crossings – Important Information

PLEASE ENSURE YOU READ THE FOLLOWING AND A COPY IS PROVIDED TO YOUR PREFERRED CONTRACTOR

Following your application to Council, you will be advised in due course of your application approval. In accordance with Section 357 of the Local Government Act. **Your contractor must NOT commence any works within Councils Road reserve area, prior to approval.**

Following approval, your contractor must give Council 24 hours notice of request for the first and subsequent inspections.

Inspections

- **Pre-Approval Inspection**
  On receipt of your application and payment, an inspection request will be sent to our Contractor to undertake the safety analysis aspect of the crossing.
- **Council Approval to Commence Works**
  Based on the Contractor report at pre-inspection stage, Council will issue an 'Approval to Commence Works' letter outlining all Special Conditions and Specifications.
- **Pre-Pour Inspection**
- Once boxed but prior to pouring concrete, the applicant will be required to contract Council to arrange for our Contractor to inspect the works. Photo evidence is accepted provided these show the indicative dimensions, depth of excavation and mesh in place plus site location.
- **Final Inspection**
  Applicant to contact the Council to request a **final** inspection when all work has been completed.

1. General

All work associated with vehicle crossings to be carried out within the legal road boundaries shall only be undertaken by an experienced contractor. All work shall be carried out in accordance with the Council's Operative Development Code, accepted trade practice and quality workmanship. **Public liability insurance is the responsibility of the owner.**

Where a Building Consent application for the erection of a dwelling is made on a section of land not served by an approved vehicle crossing between the edges of road to the boundary, the landowner is required to ensure an approved crossing is installed. Failure to achieve this will result in a Resource Consent application, with associated costs and the Building Consent application will be placed on hold.

1.1 Application and Approval Procedure

a) Council to receive completed application, sketch/plan and fee payment prior to processing. An invoice will be generated on receipt of application, or payment can be made via internet banking, online payment or over the counter. Refer Page 2 of this application form for payment details.

b) Council will check the application in terms of the forward works programme and for any issues (please allow up to 10 working days).

c) The applicant will be contacted should there be any issues to discuss and seek resolution if possible.

d) Once satisfied Transportation Engineer will advise of approval, and an 'Approval to Commence Works' letter will be issued to the applicant. This will include full specifications, Council requirements and standards.

1.2 Application Approved

a) Applicant to provide their preferred Contractor with a copy of Council's 'Approval to Commence Works' letter, outlining all Specifications and Special Conditions.

b) As per Special Conditions outlined in the Council letter, the Contractor will apply for a Temporary Traffic Management Plan (TTMP) via www.submitica.com. **Approval is required at least 10 working days prior to the commencement of work.**

c) Once TTMP is approved, the Contractor can commence works and once boxed but prior to pouring concrete, the Applicant/Contractor must contact Council to organise with our Contractor to complete a pre-pour inspection within the approved timeframes, or photo evidence is accepted provided these show the indicative dimensions, depth of excavation and mesh in place plus site location.

d) A final inspection is required once all the work has been completed. The Applicant/Contractor can notify Council where a final inspection report will be completed. No further action is required unless we are advised of any non-compliance, where you will be contacted to discuss or rectify any issues.

2. Management

The landowner shall arrange for an experienced contractor to construct vehicle crossings to the standards specified below. The landowner retains responsibility for the work.

It is the applicant's responsibility to pass the construction standards attached to this application onto their preferred contractor.

Council holds the landowner responsible for any damage to any Council assets within the road reserve as a result of construction works required to build the vehicle crossing.

2.1 Insurance

The landowner must ensure that the contractor carries current public liability insurance for a minimum amount of $1,000,000.

2.2 Health and Safety in Employment Act (also refer to sections DS 1.8 and 1.19 of Council's Operative Development Code)

The Health and Safety in Employment Act 1992 and amendments requires contractors as employers or as self-employed people to take all practicable steps to ensure that no action or inaction while at work will cause harm to employees or any other person. In terms of the Act the contractor is required to implement a detailed health and safety control programme.

Section 16 of the Act imposes a duty on the owner of the place of work to take similar practical steps to ensure that no harm comes to people at the place of work or in the vicinity.

As the Western Bay of Plenty District Council controls places of work for others such as public roads, reserves and other areas within its ownership, the Council requires that all contractors employed by others shall ensure that all hazards are

identified, and suitable measures are undertaken to prevent harm to employees and the general public as set out in the Act.

These measures include but are not limited to:

a) Confirmation with the contractor's Health and Safety Plan as required under the Act.

b) The safe use of plant and equipment.

c) The control of traffic past the place of work by adequate signage, barriers, and supervision.

d) The erection of suitable barriers at places of excavation.

Where non-compliance with health and safety measures occurs, the Council may deny access for the contractor to complete or continue the work or to take other remedies as defined in the Act.

2.3 Traffic Control and Safety

The Contractor shall provide an approved Traffic Management Plan (TMP) to Council at least 10 working days prior to commencement of works.

The Contractor shall provide all traffic control, erect, maintain and when no longer required, remove all barricades, fencing, temporary roadways and footpaths, signs and lighting necessary for the effective protection of property, and for the safety of traffic and the public.

The Contractor shall provide safe passage for all vehicular and pedestrian traffic at all times during the period of the contract. This requirement shall include the provision of signs and traffic control in accordance with NZTA "Code of Practice for Temporary Traffic Management".

Through our service provider, Council reserves the right to order any un-safe works to cease until complying Traffic Management and other safety measures are installed. This may include a requirement for the contractor to apply for a Road Opening Notice (RoN).

If site conditions demand and through our service provider, Council also reserves the right to require the contractor to apply for a Road Opening Notice (RoN).

2.4 Existing Services

The Contractor is responsible for locating all existing services within the site of works and any damage to existing services as a result of these works. The contractor should contact the Council regarding enquiries relating to water or sewerage reticulation services. Enquiries regarding cable location should be directed to the cable owner.

All existing service covers/lids shall be incorporated flush with the new crossing/backing slab. Should the services (manholes, valves, hydrants etc. and sumps) require raising/lowering or relocating, it is the contractor's responsibility to ensure this work is carried out and to contact the Council prior to commencement of works. A charge may be made for services alterations.

2.5 Construction Standards

Construction of vehicle crossings shall comply with the Western Bay of Plenty District Council Development Code.

Rural vehicle entrances - Development Code:

Design and Construction

Design:

1. Vehicle Crossings – General (Development Code 4.11)

An Integrated Transportation Assessment (ITA) shall be submitted where the vehicle crossing is onto a Strategic Road, in accordance with the requirements of Section 4B – Transportation: Access, Parking and Loading of the District Plan.

1.1 Rural Crossings and Entrances (Development Code 4.11.1)

i. The principles to be adopted for rural entrances are:

- Safe passage for vehicles entering or leaving the property and for through traffic. This requires compliance with sight and separation distances and entranceways pavement gradients as described be designed in accordance with the drawings provided in the Development Code: Design Section 4: Design Standards September 2009 DS4 Transportation Page 29.
- The protection of the road seal edge by the continuation of the road seal into the entrance area. The width of the edge protection is determined by the type of traffic likely to traverse the entrance.
- Three different entrance widths are shown on the drawings provided in the Construction specification, relating to:

  Diagram A: Lots greater than 10ha. The maximum sized vehicle using the entranceway is a semi-trailer, truck and trailer unit, B-Train or similar. **Note that this crossing type will require pavement design and approval for all tapers through traffic seal widening**.

  Diagram B: Lots between 1.0ha and 10ha where the entrance could be used occasionally by stock trucks or similar.

  Diagram C: Lots less than 1.0ha where the predominant use is residential and the entrance is likely to be used for light vehicles.
- Vehicle entrances across kerb and channel shall be industrial design.

ii. All proposed private access is to be reported upon, upgraded or constructed in accordance with District Plan rules. **The entranceways for sites or lots not requiring construction at consent stage will then be constructed to the standard in this Code at the time of the future housing or site development, in conjunction with the building consent process.**

iii. If the road across the front of the property is constructed with kerb and channel the vehicle entrance shall be constructed with a concreted apron.

iv. Where the road fronting the property is not sealed the entrance may be formed to an all-weather metalled standard with adequate provision for storm-water disposal. The entranceway shall comply in all other respects with the drawings provided in the Construction specification.

v. Culvert pipes shall be at least 300 mm diameter. Pipes shall be RCRRJ with a minimum cover of 150 mm to class 4 pipes laid on Type B bedding. Culvert pipes installed in rural vehicle crossings will not be maintained by Council and therefore it is in the property owner's interests to install a durable and serviceable culvert pipe. The pipes shall extend to the limits

of the cleared area as defined on the drawings provided in the Construction specification and shall be fitted with concrete or timber headwalls or shall project from an extension of the entrance shoulder batter down to the culvert invert level in accordance with sound engineering practice. The culvert will be set back at least 3metres away from the edge of the pavement and the water tables realigned.

vi. Where the entranceway occurs at the crest of a vertical curve in the roadway or it is clear that the water table flows are diverted immediately upstream of the entranceway site or the construction of the entranceway creates a diversion, the culvert pipe may be omitted at the direction of the Authorised Officer.

vii. Council may accept a sealed depression across the crossing constructed to the contour of the table drain. The concession will be on a site by site basis.

viii. The centreline alignment of the entrance shall be at an angle not less than 80 degrees from the edge of road seal. For centreline alignments less than 90 degrees to the road seal appropriate modifications to the entrance edge radii will be required to allow compliance with the appropriate tracking curves as defined in the Austroads Guide.

ix. All existing vehicle entrances located on unsealed roads shall be re-constructed at the existing location and grades in accordance with Council's standard specification, unless specific agreements for relocating those vehicle entrances are negotiated between the sub-divider or the existing landowner, and the authorised officer.

x. All fences and gates shall be setback from the carriageway to ensure that a 90th percentile truck can be parked off the road carriageway while the gate is being opened. The swing radius of the gate shall be added if it will affect the parking location, e.g. access uphill.

xi. Entranceways must be contiguous or separated by a minimum distance of 5m between the edges.

xii. Entranceways shall conform to those shown on the drawings unless agreed otherwise with the authorised officer.

Refer to attached drawings W415, W436 and W437.

Construction:

2. Rural Vehicle Entrance (Development Code M 4.1)

General

The following notes refer to the above referenced drawings.

M4.1.1 Dimensions

All dimensions are minimums, unless otherwise stated (drawings also include maximums for grades and break over angles).

M4.1.2 Visibility

Refer to the sight distance and lines of clear sight diagrams.

M4.1.3 Gradient

The level of the vehicle entrance shall not exceed ± 350mm from the road centre line level at a point 11m from the centre line except that Council may approve alternatives which will not compromise achieving max grades of 1 in 12 to 6m from the carriageway and max grade of 1 in 6 beyond (taking into account potential road upgrading works).

M4.1.4 Culvert

A culvert (min dia 300mm) shall be designed in accordance with this Code and be installed to manufacturer's specifications to carry water from all of the upstream catchment. It shall be true to line and extend beyond the cleared area. The culvert shall be aligned with the water table unless evidence is provided to Council that an alternative alignment further away from the pavement is more suitable. Stormwater from the entrance shall be directed to the roadside drains.

M4.1.5 Subgrade

Remove organic or waste material and trim and compact.

M4.1.6 Basecourse

Shall be GAP 40 compacted to a dense state. Compacted thickness shall be 170mm minimum. Cleared areas may be grassed. There shall be no areas to pond water.

M4.1.7 Seal Coat

When adjacent to a sealed road the driveway shall be sealed to a minimum 6m clear of the edge of sealed road. Seal coat shall be 2 coat chip seal, 25mm asphaltic concrete or an alternative approved by Council.

M4.1.8 Fences, Cattlestops and Gates

Fences, cattlestops and gates shall be not less than 1m from the cleared area. New fences, gates and cattlestops may be located outside of the property boundary but will require an encroachment notice from Council.

M4.1.9 Construction

Construction shall be in accordance with this Code.

NOTES:

1. Table 'A' lists the minimum sight distances for various combinations of driveway classifications, frontage, road classifications and operating speeds.
2. These sight distances to be measured along the centre of the appropriate lane to establish points C and D in figure 1. For practical purposes A and B can be taken as opposite the centre of the driveway.
3. Sight lines shall be from drivers eye height to drivers eye height (1.15m) above ground level within the sight triangle
4. The shaded area is to be considered as the Clear "sight triangle". Travel distances are to be measured along the centreline of the lane, but the sides of the "site triangle" are always to be straight.
5. For unsealed roads, add 25% to sight distance.
6. For approach gradients >5% refer to Austroads tables and specifications.

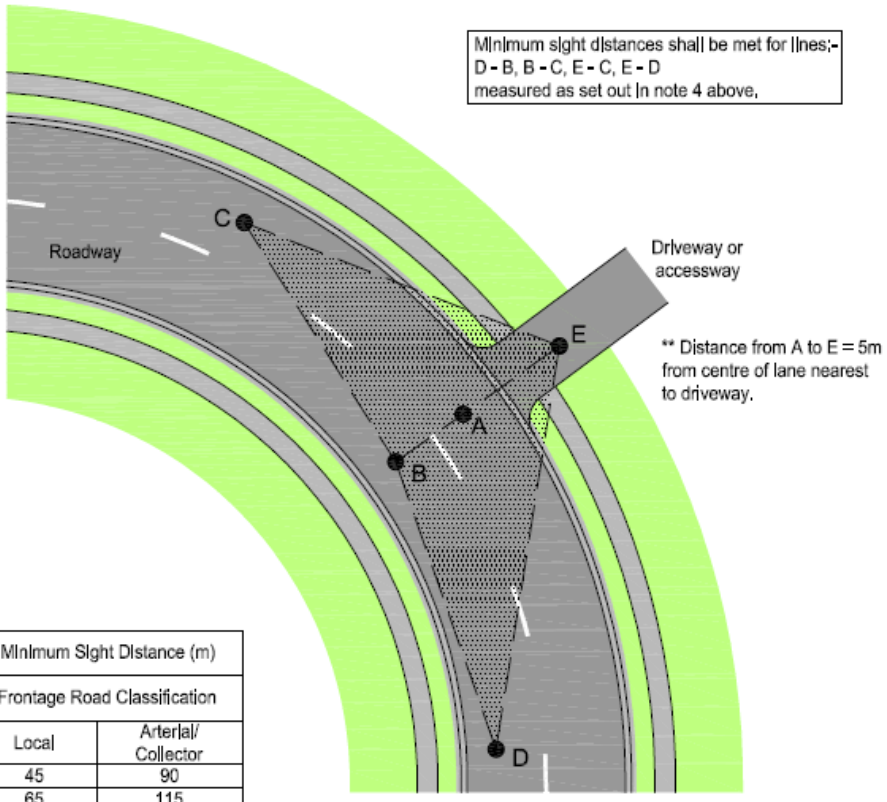


FIGURE 1

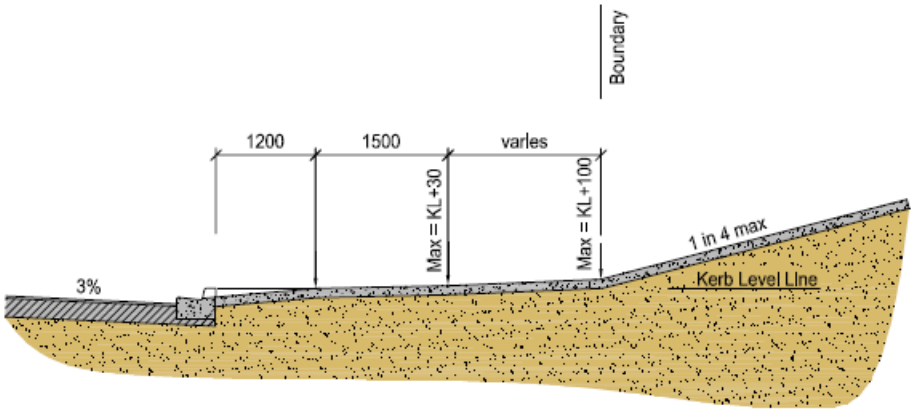
85th Percentile Speed Value on Frontage Road		Minimum Sight Distance (m)	
		Frontage Road Classification	
		Local	Arterial/ Collector
Measured Speed	50	45	90
	60	65	115
	70	85	140
	80	105	175
	90	130	210
	100	160	250
	110	190	290
	120	230	330
Assessed Speed	50	65	115
	60	85	140
	70	105	175
	80	130	210
	90	160	250
	100	190	290
	110	230	330
	120	270	370

**For 85th Percentile Speed below 50km per hour use sight distance for 50km per hour.

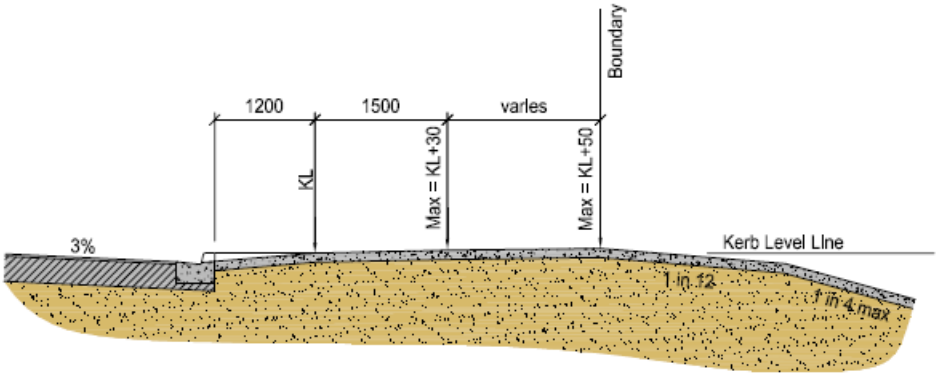
TABLE A

NOTES:

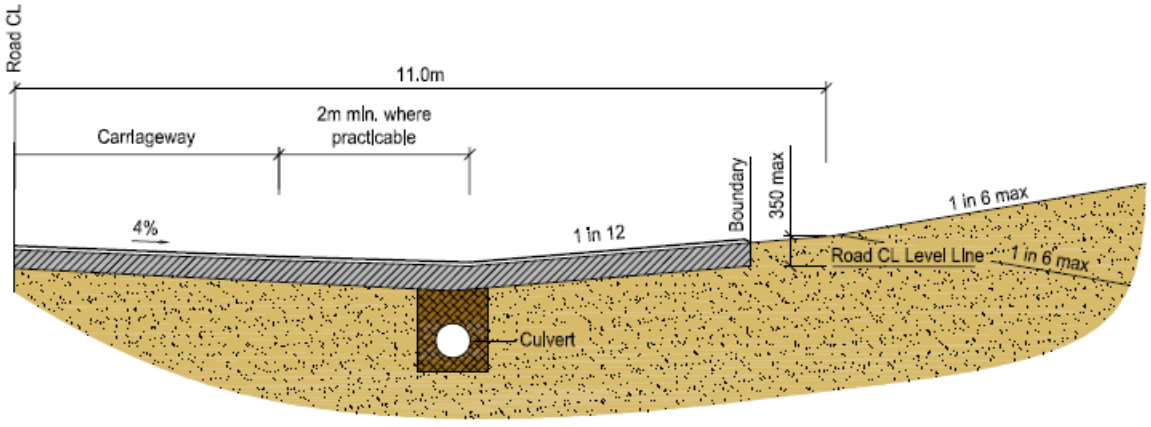
1. To suit 99 percentile vehicle with 50mm ground clearance. (M.O.T. 1975 dimensions)
2. K.L. = Top of kerb level.



HIGH ACCESS



LOW ACCESS



RURAL ACCESS

VEHICLE CROSSING PROFILES

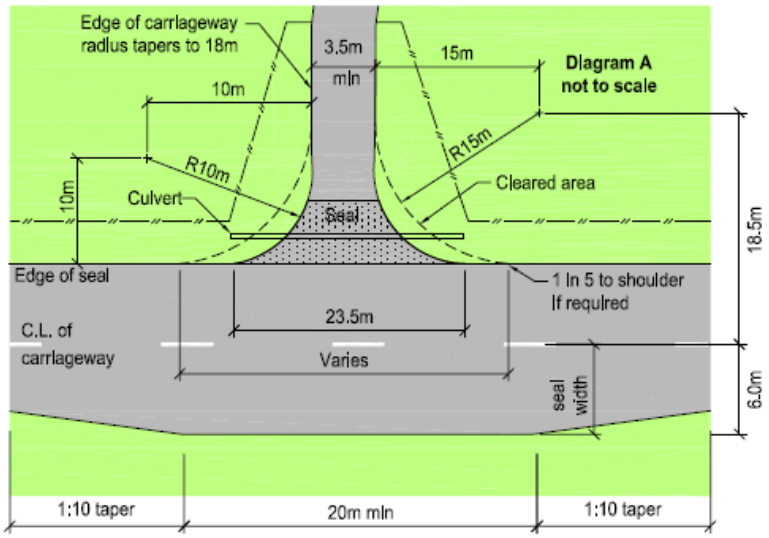
W436

Western Bay of Plenty District Council

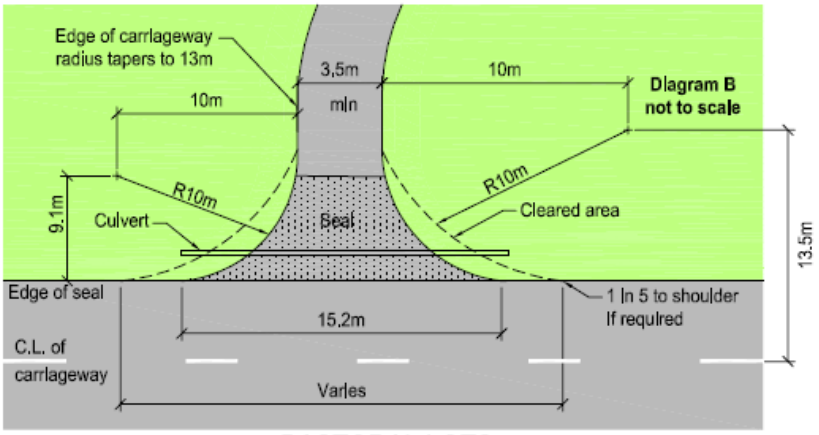
DEVELOPMENT CODE

VERSION 1
AUG 09

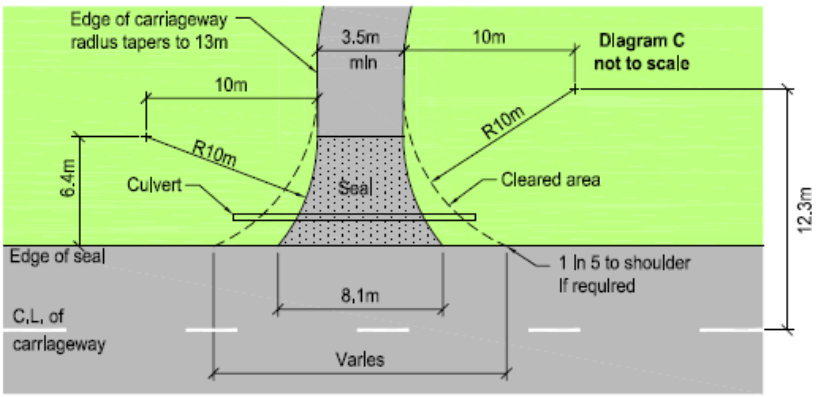
1



COMMERCIAL DEVELOPMENT & TANKER ENTRIES



PASTORAL LOTS



RURAL & RURAL RESIDENTIAL

RURAL VEHICLE ENTRANCE

W437

Western Bay of Plenty District Council

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VERSION 1
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