



Vehicle Crossings (Driveways)

- Buloke Shire Council maintains the existing vehicle crossing in public areas i.e, Laneways, Recreation Reserves, Parks and the existing kerb & channel networks.
- All ratepayer alteration to private existing vehicle crossing in the existing Kerb & Channel networks come at the cost to the ratepayer.
- All other vehicle crossing are the responsibility of the ratepayer, for the cost of construction and the ongoing maintenance costs.
- All vehicle crossing are to be of a Council approved design and specification.
- To apply for and build a vehicle crossing or driveway to link your property to the road you need a Road Opening Permit B295-0113 - Available at the Buloke Shire Council Web Site.
www.buloke.vic.gov.au

Vehicle Crossing Requirements

Your driveway or vehicle crossing connects your property to the road by crossing the nature strip. It must meet the following requirements:

- Be a minimum of 3 meters and a maximum of 6 meters wide. If you wish to construct a crossing exceeding these measurements, it must be assessed on an individual basis
- Clear utilities including power poles, storm water pits, etc. by at least 1 metre
- Nearby trees must be 2 meters from the proposed driveway

You must consult with your neighbours if works are adjacent to the front of their property or affect them in any way.

If any utility pits are close to the works (within 1m) you will need to contact the relevant authority about their requirements. Relocation of any service is at your expense.

Relocation of tree/s, if approved, will also be at your expense.

Apply to construct a driveway or vehicle crossing

Your application should include:

- A completed Road Opening Permit B295-0113 (including details of your contractors public liability insurance OR your house and contents insurance details if you are proposing to undertake the works yourself)

- A site plan (a copy of a house plan or a neat, hand drawn and scaled plan is acceptable)

Take your application in person to Buloke Shire Council's Head Office located at 367 Broadway Street, Wycheproof, Victoria 3527 or email to Buloke.buloke.vic.gov.au

Work start/end dates must be included – if no date is given the permit period will be for one month from the date of issue. Consent will not be provided for a greater period than one month, unless works are reasonably expected to take longer.

Whilst we do aim to process applications as quickly as possible, please allow up to 20 business days to for an application to be processed.

If your works are in a rural area please provide the nearest intersection and mark the indicative location of the proposed works on-site.

Your site sketch/plan

Your site plan should include:

- Dimensions of the works
- Distances to any trees, signs, pits (Powercor, GWMW Water etc.)

If your driveway is for a new house, you can use a copy of the building plan with the relevant details drawn in. If no plans are available, a good quality hand-drawn plan, showing all relevant dimensions will suffice.

When you submit a site plan or sketch it must meet the requirements of a standard drawing. The [Infrastructure Design Manual website](#) explains these requirements for urban and retrofit driveways, urban and rural swale crossings, industrial vehicle crossings, B-Double crossings and more.

Paying for your permit

An invoice will be sent to you for payment after the permit is issued. Please note that payment cannot be accepted prior to a permit being issued.

Safe work sites and cleaning up

For public safety, any open excavation must be backfilled or barricaded securely overnight, or if works are left unattended.

If you are using a contractor they will also be responsible for any clean up. If council land is left in an unacceptable condition, the Council will follow up with the works manager/contact.

If you are undertaking the works yourself, you will be responsible for the works being to standard and ensuring the public area is left clean and safe.

