



Vehicle Crossing Strategy

Date

In use from 1 Feb 2011

File No. RSB 521600
Document No. 1279852

Updated 4 October 2012.



1.0 Introduction

This strategy outlines Council's practice for the management of vehicles accessing private property from the public road.

2.0 Objectives

- To provide for an all weather access
- To reduce potential accidents
- To eliminate damaged surfaces and services
- To minimise aggregate being washed onto the carriageway
- To protect the edge of seal.
- To assist in maintaining residential harmony

3.0 Principals

The principals underlying this strategy are;

- That the safety of carriageway users will be protected
- That the safety of pedestrians and cyclists will be protected
- That interference with services will be prevented
- That the efficient and cost effective maintenance of the road will be promoted
- That annoyance to adjacent residents be reduced

4.0 Definitions

- 4.1 **'Vehicle Crossing'** is a vehicular entrance formed to provide access to any property from the carriageway of the public road and includes any crossing constructed over a footpath, kerb, berm, water channel or drain.
- 4.2 **'Council'** is the Matamata-Piako District Council as represented by the Asset Manager - Strategy and Policy or a Council Officer authorised to act on behalf of the Council.
- 4.3 **'Road'** is any legal road as defined by s 315 of the Local Government Act 1974. This does not include State Highways which are administrated by NZTA.
- 4.4 **'Footpath'** has the same meaning as in the Land Transport (Road User) Rule 2004.
- 4.5 **'Bylaw'** is the Matamata-Piako District Council Land Transport Bylaw 2008.
- 4.6 **'Hours of Darkness'** is from 30 minutes after sunset, to 30 minutes before sunset the following day.

5.0 Background

In the past, Council staff has had problems with property access. This is occurring in two areas:

- 5.1 Lack of crossings in the urban area. This lack is creating a problem as the grass berm is cut up and the footpath covered in mud. Another problem was a broken commercial crossing where the broken pieces started to move on the pavement.



- 5.2** Lack of crossings in the rural area. This is a particular problem when the material from unsealed crossings gets washed onto the pavement.

These problems create issues with public safety.

6.0 Implementation and Review

- 6.1** The implementation of this strategy is delegated to the Asset Manager - Strategy and Policy
- 6.2** The Asset Manager Strategy and Policy has responsibility for the review and updating of this strategy.
A review shall be done every year and an update every three years.

7.0 Costs

All costs of construction and maintenance are the responsibility of the owner of the property to which the crossing gives vehicle access unless otherwise agreed in writing by the Asset Manager - Strategy and Policy. Refer also to clauses 8.13 and 8.14 below.

8.0 Strategy Statement

- 8.1** No person or company may construct, reconstruct or relocate any vehicle crossing without first applying to the Council for a permit to do so and without paying the appropriate fees (as prescribed by resolution of the Council) and published on Council's website, titled as 'Fees and Charges'.
Before any existing crossing is altered, repaired, reconstructed or relocated, an application, along with the plans and specifications must be submitted to the Council for approval.
- 8.2** A permit for the construction, reconstruction, repair or relocation of any vehicle crossing will be valid for six months, during which time the work must be completed and complying with all consent conditions.
- 8.3** Any vehicle crossing under construction in an area that has a footpath must be lit every night during the hours of darkness until the construction is fully completed. If temporary closure of the footpath at the crossing site is needed, the pedestrians are to be detoured around the site using detour signs as in the NZTA Code of Practice for Temporary Traffic Management. This detour may need ramps to cross kerbs and the route must be laid out and maintained to a standard to suit wheelchair users.



- 8.4** Each property is required to have a formed access from the edge of the carriageway to the property boundary designed in accordance with the Matamata-Piako Development Manual 2010 clause 3.9.

8.4.1 Vehicle Crossings in the urban area.

Crossings shall be designed so that the footpath is continuous through the site. In particular:

- Vehicle crossings shall not interfere with the profile of the footpath or the berm except that minor filling may be permitted between the property boundary and the footpath. No lowering of the berm is permitted.
- Vehicle crossings shall be constructed with the same material as the adjacent footpath except that for chip sealed or slurry sealed footpaths, the crossing with asphaltic concrete. Where there is no existing footpath the crossing shall be surfaced with concrete or asphalt.
- The vehicle crossing standards apply to the full width of the berm between the kerb and the road boundary.
- When constructing a new vehicle crossing, if an existing footpath exists, the footpath shall be cut out and reconstructed to the vehicle crossing standard.
- Chip seal surface applies only in rural environments.
- Sub-grade and sub-base preparation is to extend 100 mm beyond the edges of the crossing.

Notes. 1. The above details are contained in the Development Manual – section 3.12.2
2. Asphalt surfaces have a limited life, typically 10-15 years. This is due to ultra violet light affecting bitumen.

- 8.4.2** In the rural and rural-residential areas, the crossing shall be constructed of the same materials as the road that the crossing connects to.

- 8.5** Vehicle crossings shall be constructed at the subdivision or development stage to lots that have a frontage less than 5 m in width. Vehicle crossings shall be also formed at the subdivision stage to private accesses and lots including panhandle access strips.
All subdivision designs must consider the location of future vehicle crossing locations and avoid conflicts with storm water catch pits, street lighting, street trees, cable cabinets and any other structure in the street. They must also be at least one metre away from any kerb outlet for storm water.



- 8.6** Developers will be required to remove all redundant vehicle crossing. The reinstated area must be as if the crossing did not exist.
- 8.7** Retaining walls supporting driveways or vehicle crossings within the road reserve are not permitted except with written consent from the Asset Manager - Strategy and Policy.
- 8.8** A free board of 200mm (i.e. height above the channel or pavement edge) is required to contain storm water on the road unless it can be shown to the satisfaction of the Asset Manager - Strategy and Policy that such a condition is unpractical and storm water will not enter driveways as a result. For particular cases including upgrading works where such a condition is unpractical, an adequate design must be provided to the satisfaction of the Asset Manager - Strategy and Policy. The design must allow vehicles to use the crossing without scraping and storm water entering the driveway from the street.
- 8.9** All works in the street need a Corridor Access Request (CAR). This must be obtained prior to the construction stage. The works must be carried out in accordance with the conditions of the CAR and have due regard for storm water containment during the construction process. A Traffic Management Plan (TMP) will also be required.
A copy of the approved CAR and a copy of the approved TMP must be kept on the site and be available to the Engineer inspecting the crossing construction.
- 8.10** The standards for construction shall be in accordance with the Matamata-Piako District Council Development Manual 2010, Part 3 – Road Works, part 3.9, drawings DG307 for Rural and Rural Residential vehicle crossings and DG308 for Urban and Industrial vehicle crossings. Except with the consent of the Asset Manager Strategy and Policy, no vehicle crossing may be constructed that does not comply with the requirements of the Council's Development Manual and Infrastructure Code of Practice.
- 8.11** Sight visibility and separation distances shall be in accordance with the Matamata-Piako District Council Development Manual, Part 3 – Road works, section 3.9 Vehicle Crossings.
- 8.12** No vehicle crossing existing at the time this strategy came into force may be altered, repaired, reconstructed or relocated, except in accordance with this strategy.
- 8.13** Every vehicle crossing is to be constructed in such a way that any water or metal discharged over the crossing is controlled appropriately and does not present a problem to users of the footpath or the carriageway or cause damage to public property.
- 8.14** When Council reseals a rural road, an area of 1m wide (measured from the edge of seal) of the existing crossing will also be sealed.



9.0 Management of Vehicle Crossing Procedures

The Matamata-Piako District Council currently administers and manages vehicle crossing procedures in-house. The Council may consider alternative arrangements or partnerships for the future administration and management of vehicle crossing procedures if it is in the best interest of the Council and is cost-effective.

10.0 References and Relevant Legislation

Local Government Act 1974 s 335.

Matamata-Piako Council Fees and Charges Schedule.

Matamata-Piako Council Consolidated Bylaw 2008 – Land Transport Bylaw 2008 s 5.

Matamata-Piako District Council Development Manual 2010.

Matamata-Piako District Council Infrastructure Code of Practice.

New Zealand Transport Agency Code of Practice for Temporary Traffic Control (CoPTTM).

Land Transport Rule 2004 Traffic Control Devices.

