

Vehicle Entrance Policy

Policy Owner	General Manager, Roding & Projects
Policy Sponsor	Roding & Transportation Committee
Approved By:	Waikato District Council
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Effective Date	

Objective(s)

To ensure that Council has an adequate standard of vehicle access to properties in conjunction with the development of the property or associated roads.

Application *Who does the policy apply to – who should use it?*

Significance *(refer to Significance and Engagement Policy - delete if not required)*

Relevant Documents/Legislation *(delete if not required)*

List other policies or legislation that may be affected by this policy

Policy Review *(how often should this policy be reviewed?)*

This policy will be reviewed as deemed appropriate by the Chief Executive, but not less than once every three years.

Policy Statements

I GENERAL RULES AND GUIDELINES

- I.1 For those works related to new developments, all costs will fall to the developer.
- I.2 Where Council roadworks affect entrances, Council will pay the cost of reinstating those entrances to at least the existing standard. Under this policy no subsidy is available for entrances which are not related to Council roadworks or for commercial/industrial accessways.

1.3 Sealing of Entrances onto Sealed Roads

- For all future subdivisions, Council requires that where there is no kerb and channel, all entranceways be provided with a sealed wearing course extending 5 metres from the edge of the road seal or up to the property boundary, whichever is the greater.
- For all future subdivisions, Council requires the full length of all Rights-of-Way and Allotment Accesses to be sealed when adjoining a public sealed road.
- A public road is considered sealed where it is currently sealed or is to be sealed in the current Annual Plan or adopted Draft Annual Plan at the time of physical construction of the entrance, right-of-way or allotment access.

Note: Entrances must be sealed as a condition of any subdivision consent if the road is sealed or will be sealed within 12 months of the consent.

1.4 Upgrading Of Private Rights-Of-Way to a Public Road

Council may, upon request, take over multiple-owned rights-of-way which have been upgraded to the current sealed roading standards.

2 URBAN VEHICLE ENTRANCES - RULES AND GUIDELINES

Policy Definition – Any vehicle crossing is deemed to be **urban** where the crossing is located within an area zoned residential, and where existing kerb and channel adjoins the entrance or new kerb and channel construction is proposed, and where the posted speed limit on the adjacent roadway is 70 kph or less.

- 2.1 Urban vehicle crossings shall normally be of concrete construction. In some instances, at the discretion of the Group Manager Roading & Projects, Council may consider the use of alternative materials, such as asphaltic concrete.
- 2.2 Council requires vehicle entranceways to comply with Council standards and, therefore, may require upgrading, renewal or construction of vehicle crossings as part of all development associated with subdivision and land use consents, building consents, or roading improvements, subject to there being vehicle related development.
- 2.3 Council shall approve rules and guidelines, to be reviewed as and when required, for the use of Council staff in setting standards to be applied to vehicle crossings.
- 2.4 Developers should consult with Council at the earliest possible time and before commencement of site works of new crossings made necessary by developments.
- 2.5 Installation and upgrading required for vehicular related building consents and resource consents shall be at the cost of the property owner. The standard of entranceways shall be agreed with the Engineer prior to any works taking place on entranceways.
- 2.6 Where a non-complying entrance exists, an inspection fee will be charged, in accordance with the current WDC Fees & Charges schedules, at the time of the issue of the building consent.

- 2.7 Where any crossing is constructed without approval, or is not constructed to the relevant Council standard or sight line requirement, the Council has the right to issue a notice instructing removal of the illegal crossing and/or upgrading of the substandard crossing.
- 2.8 The typical dimensions for urban vehicle entrances are as detailed on Standard Drawings TS306 and TS310 of the HCC Development Manual (Volume 3, Part 3 : Roding).
- 2.9 Dimensions and construction details for extraordinary heavy commercial vehicle entrances, not covered by 3.8 above, shall be specified to the satisfaction of the Engineer.
- 2.10 Where an entrance cannot for practicable reasons comply with the typical requirements of 3.8 above, other additional work may be required, such as sealing or drainage.
- 2.11 Any urban residential vehicle crossing that fully conforms to Waikato District Council standards will be adopted as a Council-owned Asset and maintained according to the relevant Asset Management Strategy.

Council Roding Projects

- 2.12 Council shall allow, within the roding project budgets, the full cost of upgrading associated urban domestic residential vehicle entranceways as part of a roding project on the adjacent road or footpath.
- 2.13 Council roding projects may initiate the upgrading of domestic residential entranceways, within the legal road reserve area, under the following conditions:
 - a) Council will reinstate all formed entrances to at least the existing condition prior to Council initiated road works.
 - b) When existing entranceways are deemed substandard by Council, Council will pay for the upgrading of one residential vehicle crossing per property using approved materials.
- 2.14 When commercial or industrial entranceways are required to be upgraded as part of a Council-initiated roding project, the full upgrade costs, as calculated by Council, are to be paid by the property owner.
- 2.15 Council will advise and consult with all affected parties as soon as reasonably possible on work required on vehicle crossings affected by proposed road works.
- 2.16 No inspection fee will be charged for entrances upgraded as a result of Council roding projects.

3 RULES AND GUIDELINES FOR RURAL CROSSINGS

Policy Definition – Any vehicle crossing is deemed to be **rural** when it is situated in a rural zoned area or where there is no existing or proposed kerb and channel construction.

- 3.1 Rural vehicle crossings shall normally be of chip seal construction.

- 3.2 Council requires vehicle entranceways to comply with Council standards and, therefore, may require upgrading, relocation, renewal or construction of vehicle crossings as part of all development associated with subdivisions, land use consents, building consents, or roading improvements, subject to there being vehicle related development.
- 3.3 Council shall approve rules and guidelines, to be reviewed as and when required, for the use of Council staff in setting standards to be applied to vehicle crossings.
- 3.4 Developers shall consult with Council at the earliest possible time and before commencement of site works of new crossings made necessary by developments.
- 3.5 Installation, relocation or upgrading required for vehicular-related building consents and resource consents shall be at the cost of the property owner. The standard of entranceways shall be agreed with the Engineer prior to any works taking place on entranceways.
- 3.6 Where a non-complying entrance exists, an inspection fee will be charged, in accordance with the current WDC Fees & Charges schedules, at the time of the issue of the building consent.
- 3.7 Where any crossing is constructed without approval, or is not constructed to the relevant Council standards, the Council has the right to issue a notice instructing removal of the illegal crossing and/or upgrading of the substandard crossing.
- 3.8 The typical dimensions for rural vehicle entrances are as detailed on Waikato District Council drawings TSG-E1 to E3 (Waikato Addendum to Volume 5 of the HCC Development Manual).
- 3.9 Dimensions and construction details for extraordinary heavy commercial vehicle entrances shall be specified to the satisfaction of Council staff.
- 3.10 Where an entrance cannot for practicable reasons comply with the typical requirements of TSG-E1 to E3, other additional work may be required, such as additional sealing, road widening or drainage.
- 3.11 On new development where the gradient of an entrance within 6 metres of the road carriageway is greater than 1 in 10 for commercial and 1 in 4 for residential, then appropriate surfacing of the entrance up to 6 metres will be required.
- 3.12 Where an entrance is located off a sealed pavement, then sealing of the entrance to a minimum of 5 metres if the legal boundary is less than 5m from the edge of seal. If the legal boundary is more than 5m, the sealing shall extend to the boundary.
- 3.13 A 300mm diameter concrete culvert is the minimum standard accepted for entrances crossing watertables or drains. Culvert standards are detailed in Council's drawings TSG-E1 to E3.
- 3.14 Non-standard alternative or additional drainage solutions, may be required, on a site specific basis.

- 3.15 Any additional upgrading outside the works specified in Section 4.18, and necessary for conformance with the standards specified on drawings TSG EI – E3, shall be the responsibility of the rural property owner.

Council Roding Projects

- 3.16 Where an entrance is upgraded as a result of a roading project, there is no onus on Council to upgrade it to a standard suitable for future subdivision development.
- 3.17 Council will advise and consult with all affected parties as soon as reasonably possible on work required on vehicle crossings affected by proposed Council road works.
- 3.18 Council Roding projects may initiate rural entranceway upgrading under the following rules:
- a) That Council constructs the first 2 metres of seal within the entrance where the road is sealed and there is no kerb and channel, in accordance with standard drawings TSG EI - E3.
 - b) That Council install a 300mm diameter pipe if required for drainage.
 - c) That Council will reinstate all entrances to at least the existing condition prior to Council initiated road works.
- 3.19 No inspection fee will be charged for entrances upgraded as a result of Council roading projects.

[Refer: WDC03/106/1/5, 05/33/1/3, 02/20/1/8]