POLICY 3.05
Transport
Kerbing & Access to Properties
Version: 4 | Next Review: August 2030

DISTRICT COUNCIL of TUMBY BAY

1. INTRODUCTION

This Kerbing & Access to Properties Policy (the Policy) establishes the District Council of Tumby Bay's (the Council) requirements for the provision, modification and management of vehicle access (driveway crossovers) between public roads and private property.

The Policy applies to all landowners, developers and other parties seeking to construct, alter or maintain access points to properties adjoining Council-controlled roads, including both kerbed and un-kerbed road environments.

Council recognises that appropriately designed and constructed access points are essential to:

- ensure the safe and efficient movement of vehicles and pedestrians,
- protect the integrity and function of road infrastructure, including kerbing, footpaths and drainage systems, and
- maintain a consistent and equitable approach to access provision across the Council area.

2. POLICY OBJECTIVE

The objectives of this Policy are to:

a) provide clear and consistent guidelines for the design, construction, modification and maintenance of driveway crossovers and property access points,

b) ensure that all access works are undertaken in a manner that:
   - protects public safety for road users and pedestrians,
   - preserves Council infrastructure assets, and
   - maintains effective stormwater drainage,

c) establish the circumstances under which Council approval is required, and the responsibilities of applicants in relation to costs, construction standards and ongoing maintenance,

d) support efficient and equitable access to properties while minimising impacts on the road network, including traffic flow, on-street parking and streetscape amenity,

e) ensure compliance with relevant legislation, standards and best practice engineering and traffic management principles, and

f) provide guidance to developers in relation to access requirements as part of land divisions and new developments.

3. LEGISLATIVE REQUIREMENTS

This Policy is to be read in conjunction with, and operates under, the provisions of relevant legislation, standards and guidelines, including but not limited to:

3.1 *Local Government Act 1999*

a) Section 221 of the Local Government Act 1999 (the Act) permits a person to make alterations or additions to a public road only with the approval of Council.

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b) Section 219 of the Act assigns the care, control and management of public roads to the Council.

3.2 *Road Traffic Act 1961* (where applicable to road use and safety).

3.3 *Planning, Development and Infrastructure Act 2016* in relation to land division and development approvals requiring property access;

3.4 Relevant Australian Standards, including:

c) AS 1742.3 – Traffic Control Devices for Works on Roads, and

d) any applicable standards relating to access design, gradients and pedestrian safety.

3.5 Applicable Department for Infrastructure and Transport (DIT) or Austroads guidelines (as adopted by Council).

3.6 Any other relevant Council bylaws, policies, engineering standards or technical specifications.

All works undertaken within a road reserve must comply with the above legislation and standards, and with any conditions imposed by Council as part of an approval.

4. KERBED ROADS

Council adopts the use of semi-mountable kerbing for new developments and will utilise drive-over kerbing where practicable to facilitate property access.

4.1 General Requirements

Any person wishing to:

- construct a new driveway crossover,
- modify, relocate or widen an existing access, or
- install a paved or concrete driveway within the road reserve,

must obtain approval from Council either pursuant to section 221 of the Local Government Act or as part of an approved Development Application under the Planning, Development and Infrastructure Act 2016.

Applications must:

a) be submitted on the prescribed form,

b) include a detailed plan showing the location, dimensions and design of the proposed access, and

c) include any additional information reasonably required by Council.

All works associated with approved applications must be undertaken at the full cost of the applicant.

4.2 Existing Kerbed Areas

In locations where standard ('high back') kerbing exists and no crossover has been previously constructed, Council will provide a standard crossover suitable for passenger vehicle access at no cost for existing allotments.

Vehicle accesses for allotments created through land division (as a condition of approval) are the responsibility of the developer.

4.3 Design and Construction Conditions

All approved crossover works must comply with the following:

a) Construction Standards

Works must be carried out by a competent person and in accordance with all relevant legislation, Australian Standards, Council engineering specifications and industry best practice.

b) Traffic Management

The applicant must prepare and implement a Work Zone Traffic Management Plan in accordance with AS 1742.3, under the supervision of an appropriately accredited person.

c) Pedestrian Access Requirements

Where a footpath exists or is likely to be constructed:

- a minimum 1.8 metre wide pedestrian corridor must be maintained,
- crossfall must not exceed 2.5%.

d) Surface Finish

The completed crossover must:

- provide a smooth, continuous surface,
- eliminate abrupt level changes, and
- minimise trip hazards to pedestrians.

e) Inspection and Notification

Council must be notified:

- prior to commencement of works, and
- upon completion for final inspection and acceptance.

4.4 Ownership and Maintenance

In accordance with section 221 of the Act:

a) all driveway crossovers and associated works within the road reserve remain the responsibility of the applicant (property owner),

b) the owner must maintain the crossover in a safe condition and good repair to the satisfaction of Council, and

c) Council may require rectification of any defective or unsafe works at the owner's expense.

5. UN-KERBED ROADS

5.1 Approval Requirements

Any person proposing to construct or modify access to a property adjoining an un-kerbed road must obtain approval under section 221 of the Act.

Applications must include:

a) site layout and access details,

b) proposed crossover width and location, and

c) details of any drainage works (e.g., culverts or piping) required to maintain or improve roadside drainage.

All approved works are to be undertaken at the applicant's cost

5.2 Drainage and Infrastructure

a) Construction must ensure continuity of roadside drainage is maintained or improved.

b) Installation of culverts or similar infrastructure must comply with Council specifications.

c) Council reserves the right to impose conditions to protect road formation, drainage function and public safety.

5.3 Ownership and Maintenance

All works constructed within the road reserve:

a) remain the responsibility of the landowner,

b) must be maintained in good condition, and

c) must meet Council standards at all times.

6. POLICY REVIEW

This Policy will be reviewed at least every four (4) years to ensure it remains consistent with legislative requirements, industry standards and Council objectives.

Council reserves the right to review, amend or revoke this Policy at any time where considered appropriate.

7. AVAILABILITY OF THIS POLICY

This Policy will be available for inspection at the Council's Office during ordinary business hours and via the Council's website, www.tumbybay.sa.gov.au. Copies will also be provided to the public upon request and upon payment of a fee in accordance with the Council's Schedule of Fees and Charges.

8. FURTHER INFORMATION

File reference	R26/10742
Responsibility	General Manager Works & Infrastructure
Version	4
Effective date	11/08/2026
Last revised date	12/05/2020
Minutes reference	8c/82026
Next review date	August 2030
Applicable Legislation	*Local Government Act 1999* *Planning, Development and Infrastructure Act 2016* *Road Traffic Act 1961* *Local Government (General) Regulations 2013* *Planning, Development and Infrastructure (General) Regulations 2017* *Work Health and Safety Act 2012* Relevant Australian Standards (including AS 1742.3 and AS 2890 series) Austroads Guides (as adopted by Council) Department for Infrastructure and Transport (DIT) Standards and Guidelines
Related Policies	Policy 5.27 - Asset Management
Related Procedures	

AUTHORITY:

Adopted by Council:	11/02/2014	{Motion 9c/22014}
Reviewed by Council:	10/11/2015	{Motion 7c/112015}
Amended by Council:	12/05/2020	{Motion 3c/52020}
Adopted by Council:	11/08/2026	{Motion 8c/82026}

SIGNED:



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Responsible Officer

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