



## APPLICATION FOR CONSTRUCTION OF A NEW CROSSING / CROSSOVER

It is a requirement of the Local Government Act and the City of Gosnells that an Application for Construction of a Vehicle Crossing is received. Failure to apply may result in a \$1,000 fine.

The application form can be obtained from or can be completed online via the City's web site - [www.gosnells.wa.gov.au](http://www.gosnells.wa.gov.au) > Your Property > In Your Street > Crossovers & Driveways > Apply for construction of a vehicle crossing online or by telephoning the Engineering Support Officer on 9397 3000.

Post the completed application to City of Gosnells, PO Box 662, Gosnells WA 6990. Alternatively email to [info@gosnells.wa.gov.au](mailto:info@gosnells.wa.gov.au).

Please note there is no fee for this application.

The application must include a copy of the site plan or sketch showing the location and dimensions of the proposed crossing.

When the application has been received an Officer from the City's Engineering Operations will conduct a site visit to determine if the crossing construction application can be approved.

During the inspection, the officer will confirm the following:

- If there is mountable kerbing in the proposed crossing location, if this is not the case, the applicant will be required to pay for the removal and replacement with mountable kerbing. Written permission may be granted for the applicant to engage a private contractor to carry out the adjustment works that are to be done, in accordance with the City's Specifications.
- If there will be conflict with existing drainage structures within the crossing area. Should alteration be required to the City's drainage structures, this will be undertaken by the City and a quotation for the required works issued to the applicant.
- Construction of the crossing cannot commence until full payment is received for any alterations required and the alterations have been completed.
- If there will be conflicts with existing infrastructure. It is the responsibility of the owner of the property to liaise with any public utilities companies (for example Telstra, Western Power et cetera) regarding their structures.
- If there will be conflicts with street trees. It is the responsibility of the owner of the property to liaise with the City's Tree Services Section regarding protection and driveway offsets from the tree.

When the application is approved, a letter will be posted to the applicant advising that the construction of the crossing has been approved and that it should be constructed in accordance with the City of Gosnells' Specifications [www.gosnells.wa.gov.au](http://www.gosnells.wa.gov.au) > Your Property > In Your Street > Crossovers & Driveways > Crossing specification

If the application is not approved, a letter will be posted to the applicant advising why it cannot be approved and what adjustments to the proposed crossing are required.



## APPLICATION FOR SUBSIDY OF A NEW CROSSING / CROSSOVER

Following the installation of the first vehicle crossing to the lot the City may contribute towards the actual construction cost. The subsidy is determined at the time of a post construction inspection. The crossing must be compliant with the City's specifications for a subsidy to be received.

Once construction of the crossing has been completed and the contractor has been paid in full, the property owner can submit a subsidy application and include a copy of the relevant receipt/s from the contractor. Please note the receipts must state the full amount has been paid.

The subsidy application form can be obtained from or can be completed online via the City's web site - [www.gosnells.wa.gov.au](http://www.gosnells.wa.gov.au) > **Your Property > In Your Street > Crossovers & Driveways > Apply for a crossing subsidy online** or by telephoning the Engineering Support Officer on 9397 3000.

The City's subsidy is 50% of the cost, as calculated by the City, of the first standard crossing to a lot based on the minimum features of a defined standard crossing.

Council has resolved that a standard crossing has the following minimum features:

- A residential concrete crossing.
- 3.0m width at the property boundary.
- 5.0m width at kerbline including:
  - 1.0m wide and 1.5m deep wings on both sides of the minimum width crossing at the kerb line.

The City's method of calculation is as follows:

- 3m width x crossing length (footpath not included) + 1.5m for a wing (if applicable) = Crossing m<sup>2</sup>.
- Crossing m<sup>2</sup> x 50% of the City's current tendered price for concrete = Subsidy amount.

Please note that brick paved (residential) and asphalt crossings (rural) are acceptable and will be subject to the subsidy, however the subsidy amount is based on a standard crossing only, which the City has nominated as 100mm thick plain concrete. If a resident selects brick paving or asphalt, the subsidy received will only be up to the value of concrete.

Application for the subsidy must be in writing using the application form referred to above and submitted within six months of the date that the crossing was constructed.

Post the completed application to City of Gosnells, PO Box 662, Gosnells WA 6990. Do not send original receipts with the application as these will not be returned.

Alternatively, please email the application to [info@gosnells.wa.gov.au](mailto:info@gosnells.wa.gov.au).

An Officer from the City's Engineering Operations will inspect the new crossing and if it complies with the City's current Crossing Specifications the subsidy application will be processed and the subsidy paid into the bank account nominated on the subsidy application form. This process normally takes a minimum of six weeks. Please note the payment will be issued in all property owners names, should the owners not have a shared bank account the City will require a letter signed by all owners nominating who the payment should be made to.

If the crossing does not meet the City's Crossing Specifications the subsidy will not be paid. A letter will be sent to the applicant advising what rectifications need to be completed for them to re-apply for the subsidy.