

Fact Sheet

Driveways

A driveway is the portion of the road reserve used for vehicle access from the edge of the traffic lane to the property boundary. A driveway includes all land and infrastructure used to access a property, including bridge style driveways, concrete bridge slabs, headwalls and culverts.

Bundaberg Regional Council (Council) is responsible for roads in the local government area. This excludes State-controlled roads, which are managed by the Department of Transport & Main Roads (TMR). If your property gains access from a TMR controlled road, please contact the Department on 13 74 68. Information on road ownership can be found on the QLD Traffic, Road Lookup tool, which can be accessed via: www.qldtraffic.qld.gov.au/lookup.

Council does not provide or maintain private property driveways.

What is the property owner's responsibility?

The property owner is responsible for the installation and ongoing maintenance of driveways and all associated costs from the property boundary to a sealed or gravelled traffic lane. Maintenance activities include, but are not limited to potholes, scouring, poor slip resistance, pedestrian trip hazards and any rectification works to address vehicle entry and exit.

Driveways must be designed, constructed, and maintained in accordance with Council's standard drawings available on Council's website. If variations are required, the proposed changes must be endorsed by a Registered Professional Engineer of Queensland (RPEQ) and submitted for Council approval. Driveways must align with the contour of the road and existing natural features of the area, e.g. stormwater flow paths, and must provide adequate clearance from other infrastructure, e.g. stormwater pits and power poles.

When designing a driveway that requires a concrete bridge slab, consideration must be given to the type of vehicles that will access the property. Residential driveway slabs are only suitable for light passenger vehicles up to 3,000 kilograms. Heavier vehicles, such as large suburban utility vehicles (SUV's) and caravans, require a heavy traffic driveway slab, which is designed to withstand up to 10,000 kilograms. When designing a driveway for commercial purposes, property owners must provide an RPEQ designed drawing for Council approval.

Any damage to driveways caused by vehicles entering or exiting properties must be repaired by the property owner. Examples of damage include scouring, wheel path ruts, potholes, broken bridge slabs/concrete, broken kerb and channel. Driveways that adjoin a footway or a constructed footpath, must be maintained to permit safe and unobstructed passage of pedestrians, wheelchairs, personal mobility devices and cyclists.

What is Council's responsibility?

Council is committed to the ongoing provision of a safe, reliable, and functional road network which includes ensuring driveways are compliant and constructed as per Council's standard drawings.

Where Council alters an existing driveway for the purpose of reconstructing a roadway or installing services (including footpaths), Council will reinstate the driveway either to Council's standards or to pre-existing conditions.

New or additional driveways

All new or additional driveways must be assessed by Council through an application process.

Property owners are entitled to one driveway per property. Additional driveways are subject to assessment and approval by Council. Where a property fronts more than one road, access is generally only permitted to the road with the lower traffic volumes.

All applications must clearly indicate the proposed location of the driveway. Driveway access will be subject to a safety assessment, including but not limited to, traffic volume and location.

Concrete work must not be installed beyond an existing kerb and channel. Where there is no kerb and channel, concrete work must finish 1.2 metres from the edge of bitumen or gravel pavement.

Carrying Out Driveway Work

Property owners who wish to build, modify, or repair a driveway must apply for permission to work within the road reserve prior to the commencement of any work.

Applications must be made using Council's online Application to Carry Out Works within the Road Reserve via Council's website.

The applicant must obtain the location of all underground services by contacting Before You Dig Australia (BYDA) prior to the commencement of any work via: www.byda.com.au.

The property owner or private contractor completing the work must hold and keep current a Public Liability Insurance policy for an amount of not less than \$20 Million.

The proposed works must not compromise the safety of pedestrians or other road users. Existing pathways must not be removed or altered without prior approval from Council. All surfaces of the driveway must be slip-resistant for all footpath users and not create a trip hazard.

Non-compliance Penalties

Failure to comply with Council's specifications makes the works unauthorised and subject to penalties under section 75 of the *Local Government Act* (2009).