

The road reserve is the public land outside your property boundary. It can include a footpath and kerb and channel. Typically, your driveway spans this land to meet the road and this is referred to as the "Driveway Crossover". Under legislation, as the property owner it is your responsibility to construct and maintain the driveway crossover, ensuring all work meets Council standards.

Planning approval & permits for driveways

Council is responsible for ensuring that all new and replacement driveway crossovers meet certain standards. Planning approval may be required before you start construction. If you are unsure, contact Council on 6393 5300 to speak with a planner.

A permit is also required before you undertake any work in the road reserve. Road Reserve Work Permits are issued free of charge. Permits are valid for six months, however, once work has commenced, it must be completed within three (3) consecutive days or as otherwise agreed by Council.

A permit is required when:

- A driveway does not exist and you need to construct a new one
- The existing driveway is unsuitable and you need to make changes, construct a new or additional one (second driveway)
- You are experiencing problems with your existing driveway (eg. car scraping) and require a kerb wedge

Driveway crossovers must be constructed by experienced contractors

All driveway crossover works must be completed by a contractor who has the relevant skills, qualifications and insurances and all work must comply with Council standards.

Pipes and cables are often located underground within the road reserve. It is essential that work is carried out by experienced contractors who have appropriate insurance and traffic management systems. You are required to include your Contractor's details on your Road Reserve Work Permit application form and provide a copy of their public liability insurance to Council prior to commencing any work.

Applying for a permit

Road Reserve Work Permit application forms are available to download from Council's website or you can collect one from Council's office at 26 Lyall Street Westbury.

Need help?

If you are having difficulty designing your driveway crossover, particularly in areas with steep terrain or you need more information, contact Council on 6393 5312.