

Central Coast Council

Road Underpass Policy

July 2019

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POLICY

The Road Underpass Policy supports the Council's vision and strategic objectives of appropriately managing assets and to provide the community with a Policy for construction of road underpasses servicing their properties within the Central Coast municipal area.

To achieve this the Council recognises that assets must be planned, provided, maintained and renewed so that they continue to meet the service delivery needs of the community, within the context of providing best value to the community.

PURPOSE

The purpose of this Policy is to establish a consistent approach to requests for construction of road underpasses. It provides a list of conditions and requirements which must be met in order for the underpass construction to be approved.

These conditions are to ensure the structure is constructed to appropriate standards and requirements of the Council.

The Policy applies to all roads in the Central Coast municipal area.

PROCESS

The applicant should be aware of the following requirements prior to proceeding.

- . All costs are to be borne by the applicant.
- . The structure will meet all applicable standards and requirements.
- . The design and project management shall be carried out by an approved engineering consultant or company.
- . All works will be carried out by an approved contractor.
- . Any structure that is built will belong to the Council, but the applicant will be responsible for all repairs etc. for the defects liability period of 12 months from its practical completion, when the Certificate of Completion is signed.
- . Permission to build any underpass structure does not give the applicant any right, title or interest in the soil of or under any part of the road through which the structure is proposed to be built.
- . The Council can, at any time in the future, discontinue the underpass. This is a most unlikely event which legislation permits, in the public interest.
- . An applicant who is unhappy with a Council decision under this Policy may have appeal rights to the Resource Management and Planning Appeal Tribunal.

Any applicant is encouraged to seek their own legal advice before lodging any application or on receipt of a decision on an application.

The procedure for a more detailed version of these requirements is shown below if the applicant wishes to progress.

INSURANCE

The applicant shall provide any necessary insurance for construction and operation of the road underpass as required.

SCOPE

This Policy applies to Council owned and managed roads.

PROCEDURE

SUBMISSION AND DESIGN

A submission from the land owner (the applicant) in accordance with and addressing the following criteria will be required.

A consulting engineer or engineering company (the Supervising Engineer) will be engaged to design and supervise the project.

Plans and specifications for the structure and associated road works shall be provided by the Supervising Engineer.

Compliance of the structure with relevant loading codes and provision of certified design documentation and calculations will be provided with the proposal.

The documents will clearly indicate the location, works proposed, structural details, engineer's details, contractor details, method of construction, and alternative bypass routes during construction.

The structure will extend as a minimum for the entire width of the road reserve.

The provision, upgrading, re-routing, relocation or extension of Council infrastructure and services, required as a result of the project, shall be done in accordance with the relevant standards and to the satisfaction of the Council's Director Infrastructure Services or his representative and shall be at the applicant's expense.

Any damage or disturbance to Council infrastructure including footpaths, kerb and channel, roads, nature strips, stormwater infrastructure or existing services must be rectified, noting that this work will be undertaken by the Council at the applicant's expense, unless alternative arrangements are approved by the Council's Director Infrastructure Services, or his representative.

CONSTRUCTION

Construction is not to commence until the relevant design drawings have been approved by the Council's Director Infrastructure Services.

Prior to the commencement of site works, the consulting engineer supervising the works is to organise a pre-start meeting onsite. The pre-start meeting is to be attended by the Supervising Engineer, the applicant, contractor, the Council's Engineering Group Leader or his representative and any other relevant authorities (i.e. Telstra, TasNetworks) or their representative if they have services in the work area.

The underpass structure shall be constructed in accordance with the plans and specifications as approved by, and to the satisfaction of the Council's Director Infrastructure Services. Any variation from the approved plans or specifications shall be discussed with the Council's Engineering Group Leader or his representative prior to undertaking any of the works.

As works will be undertaken within the road reservation a Road Reserve Permit will be required and issued prior to the commencement of construction. An application form can be obtained from the Administration Centre. A fee applies.

Any proposed traffic control and management to be implemented as part of the works is to be forwarded to the Council for approval prior to the commencement of work. Work shall not commence until approval is obtained from the Council.

Not less than 24 hours notice being given to the Council of the commencement of each of the following works and the Council's representative shall be entitled to fully inspect, oversee and test any such roadworks or any materials to be used or used in such roadworks to determine compliance with the standard requirements and plans and specifications:

- . Commencement;
- . Footing/base slab;
- . Structure/culvert;
- . Backfill of structure;
- . Construction of road sub base course;
- . Construction of road base course;
- . Construction of kerb and channel;
- . Construction of surface course;
- . Construction of footpaths, nature strips and crossings.

Supervision on all works being provided by the Supervising Engineer.

Reinstatement of all disturbed surfaces, to the satisfaction of the Council's Director Infrastructure Services.

Certificate of Completion signed by the Supervising Engineer certifying that the works have been constructed in accordance with the approval and the plans and specifications.

Provision of certified 'as constructed' plans and drawings by the Supervising Engineer.

A defects liability period of 12 months shall apply, at which time the Supervising Engineer shall organise a meeting to ensure all works and defects have been completed to the satisfaction of the Council's Director Infrastructure Services.

REVIEW

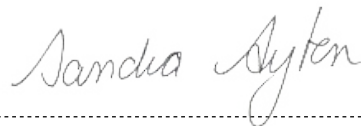
This Policy will be reviewed every three (3) years, unless organisational and legislative changes require more frequent modification.

RELATED DOCUMENTS

- . Local Government (Highways) Act 1982
- . Roads and Jetties Act 1935
- . Central Coast Strategic Plan 2014–2024

Date of approval: 15/07/2019

Approved by:



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Sandra Ayton
GENERAL MANAGER