

Application for a licence to construct a vehicular crossing (VXO) from a Council controlled road

Economy, Planning & Environment
Development Compliance
City Development

PO Box 5042 GOLD COAST MC QLD 9726
P 07 5582 8184

E mail@goldcoast.qld.gov.au
W cityofgoldcoast.com.au

Please use **BLOCK LETTERS** and complete all details in full

Privacy statement

Council of the City of Gold Coast (Council) is collecting your personal information in order to provide the services requested, perform associated Council functions and services, and to update and maintain Council's customer information records. Your information is handled in accordance with the **Information Privacy Act (Qld) 2009** and may only be accessed by Councillors, Council employees and authorised contractors. Unless authorised or required by law, we will not provide your personal information to any other person or agency. For further information go to cityofgoldcoast.com.au/privacy

Council may also use your personal information in order to contact you to provide you with information regarding Council functions and services. If you do not wish to receive such information please opt out using the unsubscribe link in the communication material sent to you.

Important: If you have ticked 'yes' to any question on the Checklist for a licence to construct a vehicular crossing (VXO) from a Council controlled road you must complete an Operational Works application. Do not proceed any further with this application. For more information to assist with your application and to submit online, please visit cityofgoldcoast.com.au/driveway.

Access from state-controlled roads requires approval from Queensland Government, Department of Transport and Main Roads. Telephone: 13 23 80 or visit them on tmr.qld.gov.au.

Applications for access from private roads are not required. Contact the owner of the private road.

* Indicates the field is mandatory

Applicant*

Name	Clarendon Homes (Qld) Pty Ltd Abn 37 c/- Professional Certification Group Pty Ltd
Postal address	Unit 14, 11 – 13 Pearl Street Kingscliff NSW 2487
Phone	1300 237 590
Email	team4@pcgroup.com.au

Contact person

Where a 'Contact' is required, provide details of the primary contact person for this application.

Name	Kaine White
Postal address	Unit 14, 11-13 Pearl Street, Kingscliff NSW 2487.
Phone	1300060136
Email	team4@pcgroup.com.au

Property details*

Lot number	101	Registered plan number	SP 313554
Property address	7 Calli Ave UPPER COOMERA QLD 4209		
Existing approval number			

Property details*

Lot number		Registered plan number	
Property address			

Fees*

	Amount
☐ RES / HVY / RUR*	
☐ Re-inspection fee	

Office use only

Date received		Fee paid	
Received by		Receipt number	
Business partner name		Account number	
Business partner number		System code	(if applicable)

* Refer to "Type of development" section on the next page for details.

These fees are in accordance with Council's regulatory fees and non-regulatory charges. A copy of these fees and charges can be found on Council's website cityofgoldcoast.com.au

Payment Options

Business partner account (BP)

Business partner name	Professional Certification Group Pty Ltd	Business partner number	4026488
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Cash, cheque or credit card at any of Council's branch offices. For branch office locations and operating hours, please refer to Council's website.

Please be advised that payment by credit card will incur a surcharge.

Cheque or money order may be posted to Council's post office box address as above. Please ensure that you provide adequate reference details or attachments to allow the cheque to be appropriately receipted.

Type of development

Please select ONE of the following crossing only

VXO – accepted development subject to requirements

The VXO must be in accordance with the following Standard Drawings; variation from the standard drawings may result in delays and additional costs may be incurred.

Note: VXO - accepted development subject to requirements does not require a decision letter prior to construction.

☒ (RES) Residential Vehicle Crossing*	☐ (HVY) Heavy Duty Vehicle Crossing**	☐ (RUR) Rural Vehicle Crossing
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* Original VXO application number is required for re-inspection fee requests

** Heavy vehicle parking approval number (attach a copy of the approval to this application).

Standard drawings

Residential Vehicular Crossing Drawing	RS-049 & RS-050 (refer to copies on pages 7 & 8)
Heavy Duty Vehicular Crossing Drawing	RS-051 (refer to copy on page 9)
Rural Vehicular Crossing	RS-056 (refer to copy on page 10)
Pathway Details	RS-065 (refer to copy on page 11)

Is tree removal required?

Is any mature/protected tree located within the proposed VXO? If Yes, you must fill in and submit for approval an application for tree removal form.	☒ Yes	☐ No
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Has a tree removal application been submitted?	☐ Yes	☒ No
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If yes, what is the Tree Removal application number?

Has the tree removal application been approved? If Yes, please attach copy of approval.	☐ Yes	☐ No
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Tree removal applications are processed by Parks Services. Please contact:

North of the Nerang River: T 07 5581 7967

South of the Nerang River: T 07 5581 7814

Is an operational work application required?

Is there a stormwater gully, road furniture, bus stop, or other service or infrastructure within or next to the proposed VXO? If Yes, you must fill in and submit for approval an Operational Work application to have the service/s removed or relocated.	☐ Yes	☒ No
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Has an Operational Work application been submitted?	☐ Yes	☒ No
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If yes, what is the Operational Work application number?

Has the Operational Work application been approved? If Yes, please attach copy of approval.	☐ Yes	☒ No
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To obtain a copy of the Operational Work application form, visit cityofgoldcoast.com.au/lodgeda

Water and Waste (W&W) Assets

VXOs should be located clear of water and sewer pipes, fittings, manholes, and water meter enclosures. The existing cover over a main must be maintained.

Is the VXO located over any existing water meter enclosures, valves, hydrants, sewer manholes or maintenance access points?	☐ Yes	☒ No
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Is the existing cover over the main being reduced?	☐ Yes	☒ No
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If you answered 'YES' to either of the above questions then the VXO application will be referred to W&W. Enquiries regarding W&W assets may be made by contacting gcwconflictassessments@goldcoast.qld.gov.au or by calling 07 5582 8906.

CITY USE ONLY: If 'YES' answered to any above item, City Officer to send a copy of application to Water and Waste.

Supporting documents

Submission of all documentation is required before the City can commence the application process.
You must provide the following documents with this application:

Plans (site plan, longitudinal section scaled to A3 (as required by vehicle cross-over type)).	☒
Checklist	☒
Any additional supporting documentation that may support your application, if required.	☒
For self-assessable VXO the following plan is required: a detailed site plan showing the location of the proposed VXO, measurements, surface finishes, and the location of any mature/protected trees, stormwater gullies, street furniture and infrastructure, including water meter boxes and sewer manholes, etc.	☒
A self-assessable VXO must be consistent with one of the following standard drawings as specified by the <i>City Plan Policy - Land Development Guidelines</i>: • RS-049 - Residential Driveways Plan 1 of 2 • RS-050 - Residential Driveways Plan 2 of 2 • RS-051 - Heavy Duty Vehicle Crossing • RS-056 - Rural Driveway	☒

Declaration*

I understand and acknowledge that:

- by making this application, I the applicant, declare that the information provided in this approval is true and complete to the best of my knowledge
- I approve of the information that has been provided in this application
- I acknowledge Queensland State Laws will accept this communication as containing my signature within the meaning of the *Electronic Transactions (Queensland) Act 2001*

Signature

per


Date

08-Apr-2025

Information about this form

- ◆ **This application is for a licence to construct a VXO identified as accepted development subject to requirements. The VXO approval is only granted if the pre-pour and final inspections are successfully passed.**
- ◆ Each VXO application includes two inspections - 1 pre-pour and 1 post-pour of concrete. Any additional inspections require additional fees for each re-inspection.
- ◆ **VXOs – accepted development subject to requirements**
 - If applying for a VXO identified as accepted subject to requirements, it is the responsibility of the applicant to ensure that a VXO can be fitted between the road and the property boundary line. Refer to the Standard Drawings for details.
 - After receiving your application number, allow one (1) business day before booking an inspection.
- ◆ **Assessable VXOs**
 - Applicant must lodge an Operational Work (OPW) application.
- ◆ **The timeframe to construct the VXO is 24 months from the date of VXO application lodgement. Failure to construct a compliant VXO within this timeframe will cause the application to lapse and you will need to re-apply.**
- ◆ All applicable fees must accompany this application. **Applications received without payment will not be processed.**

Parking of heavy vehicles on residential property

If you wish to park heavy vehicles on a residential property, a permit has to be obtained from the Licensing and Approvals Unit of Council's Community Services Directorate. Attach a copy of this permit to this application. The Licensing and Approvals Unit can be contacted on 07 5581 6668.

VXO Licence general conditions:

Following receipt of an application for a licence to construct a VXO - accepted subject to requirements, from a Council controlled road, a VXO application number will be issued. If an application is refused, Council will outline the reasons for the refusal. A new application may be made with the payment of applicable fees.

By making this application, you agree to be bound by the terms and conditions of the VXO licence and any other conditions that may be issued with the licence.

Set-out for placement of concrete

1. Where a VXO - accepted subject to requirements, is constructed in accordance with one of the applicable standard drawings you may set-out placement of concrete on receipt of the VXO application number. **However, pouring of concrete must not occur until a pre-pour inspection is successfully completed.**
2. The VXO must be located clear of existing roadside trees. Where this cannot be achieved, subject to the prior approval of Council, trees may be removed or relocated at the property owner's expense and to the satisfaction of Council. An application to remove the trees must be submitted to and approved by Council before preparation of the VXO begins (not supplying a required approval may cause delays in assessment or refusal of the VXO application).
3. The VXO must be located clear of existing gully pits. Where this cannot be achieved, subject to the prior approval of Council, the gully pit and any connecting pipework shall be relocated at the property owner's expense and to the satisfaction of Council. An Operational Works Application to relocate the stormwater gully and connecting pipework must be submitted to, and approved by Council prior to commencement of construction of the VXO (not supplying an approval may cause delays in assessment or refusal of the VXO application).

Pre-pour inspection

4. Prior to the placement of concrete, an inspection is required to ensure that the VXO will be constructed in accordance with the approved drawings and conditions.
5. Inspections can be booked by contacting Council on 07 5582-8184 and quoting the VXO approval number. This must be arranged before 3.00pm, at least one (1) business day before placing of the concrete. Inspections can only be booked for mornings or afternoons. Specific times are not available. If you book a morning inspection the work must be ready before 08.00am as the inspector may arrive at any time between 08.00am and 12.00pm. For afternoon inspections the work must be ready before 12.00pm as the inspector may arrive at any time between 12.00pm and 4.00pm.
6. If the attending Council Development Compliance Officer (DCO) is satisfied that the proposed VXO formwork and reinforcement are consistent with the standard drawings, a green approval sticker will be issued. The placement of concrete shall only occur after this sticker is issued.
7. If the attending DCO is not satisfied that the proposed VXO is consistent with the standard-drawing(s) and conditions, a red Warning sticker will be given. In addition, a Site Advice Notice will be issued detailing conditions and directions for compliance with the standard drawing(s). If this occurs:
 - a. **The concrete must not be poured.**
 - b. The VXO/formwork must be altered to be consistent with the standard drawings and Site Advice Notice.
 - c. A reinspection fee must be paid.
 - d. A pre-pour reinspection must be booked.

Post-pour inspection

8. After the placement of concrete and booking the post-pour inspection a DCO will inspect the VXO to ensure it remains consistent with the standard drawing(s).
9. If the attending DCO is not satisfied that the VXO is consistent with the standard drawing(s), a Site Advice Notice recording directions for compliance with the approved drawings will be issued. If this happens:
 - a. The non-complying VXO must be rectified in accordance with standard drawings and the Site Advice Notice.
 - b. A reinspection fee must be paid.
 - c. A booking for a reinspection must be made.
 - d. The Site Advice Notice must be complied with within five (5) business days of the date of the notice.
10. Upon successful completion of pre-pour and post-pour inspections a VXO completion letter will be issued
11. All verges are to be backfilled and returned to the finished height of the adjacent VXO, in order to eliminate any pedestrian hazard.
12. The maximum allowable number of VXOs for residential dwellings is to be in accordance with standard drawing RS-049. Redundant VXOs are to be removed and the affected area reinstated to the satisfaction of the Chief Executive Officer or delegate.

Maintenance, repair or modification of VXO

13. The VXO must be maintained, repaired or modified so that it:
 - a. remains effective for its intended purpose
 - b. does not cause a nuisance or safety hazard
 - c. complies with the relevant standard drawings as mentioned on Page 3 "Required Documents".
14. If Council reasonably believes the VXO has not been maintained, repaired or modified in compliance with Condition 13 above, then in accordance with Section 10 of *Local Law 11 (Roads and Malls) 2008*, Council may issue a Work Notice requiring the VXO to be maintained,

repaired or modified within a specified timeframe. The VXO must then be maintained, repaired or modified in accordance with the Work Notice.

Failure to comply

15. Failure to comply with these Licence conditions or with any notices issued by Council may result in penalty infringement notices (on-the-spot-fines) or legal action or both being taken against the applicant and owner of the property.

ALLOWABLE NUMBER AND WIDTH OF RESIDENTIAL DRIVEWAYS

TYPE	DESCRIPTION	ALLOWABLE NO. OF CROSSINGS	max WIDTH AT KERB INVERT (W1)	W2	max WIDTH AT PROPERTY BOUNDARY (W3)	SPECIAL CONDITIONS APPLICABLE (All driveways subject to relevant council approval.)
1	Single garage	1	4.0m	3.0m	3.0m	
2	Double garage or more	1	4.0m	3.0m	5.0m	
3	Double garage or more	2	4.0m	3.0m	5.0m	1. min 40.0m frontage; 2. min 12.0m between two crossings.
4	Double garage or carport on property boundary	1	5.0m	4.0m	6.0m	Subject to carport/garage approval.
5	Duplex with frontage 20.0m or less	1	5.0m	4.0m	6.0m	
6	Duplex with frontage greater than 20.0m	2	5.0m	4.0m	5.0m	min 7.0m between crossings.

LEGEND

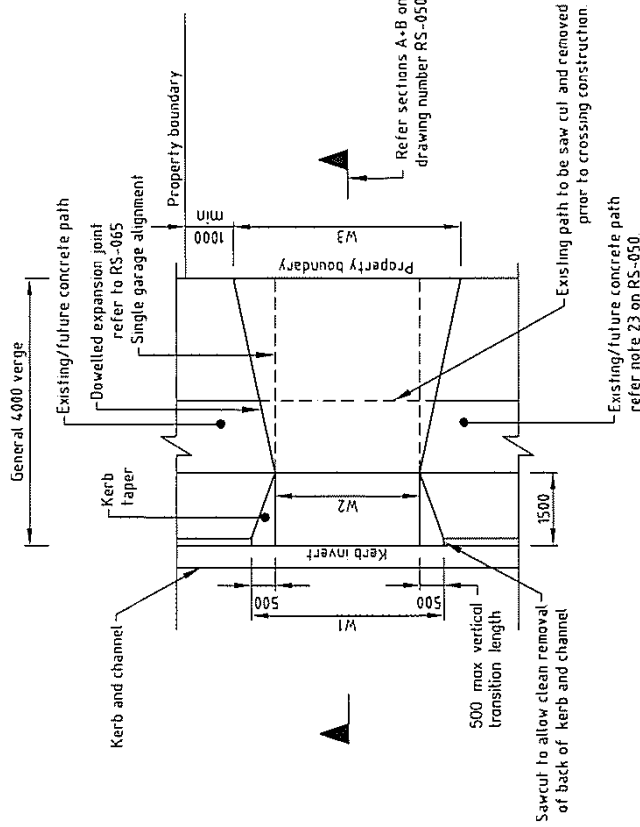
(DRIVEWAY PROHIBITED LOCATIONS)

NKL nominal kerb line (face of kerb)

TP o-o Tangent point on NKL

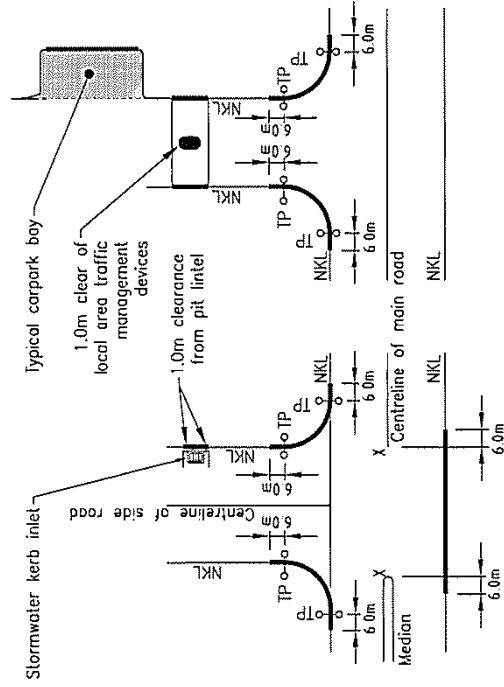
Prohibited locations shown in a heavy line, based on AS 2890.1

x The points marked 'x' are either at the median on a divided road, or at the intersection of the main road centreline and the prolongation of the side road NKL line on an undivided road.



NOTE:

1. Services & road furniture will not be moved for driveways.
2. This drawing to be read in conjunction with RS-050.



COLLECTOR

ACCESS

SETOUT REQUIREMENTS

DRIVEWAY PROHIBITED LOCATIONS

These drawings have been developed in consultation between the participating Councils.
BEFORE USE, the user shall confirm that the drawing has been adopted by the appropriate Council.



INSTITUTE OF PUBLIC WORKS ENGINEERING AUSTRALASIA
STANDARD DRAWINGS

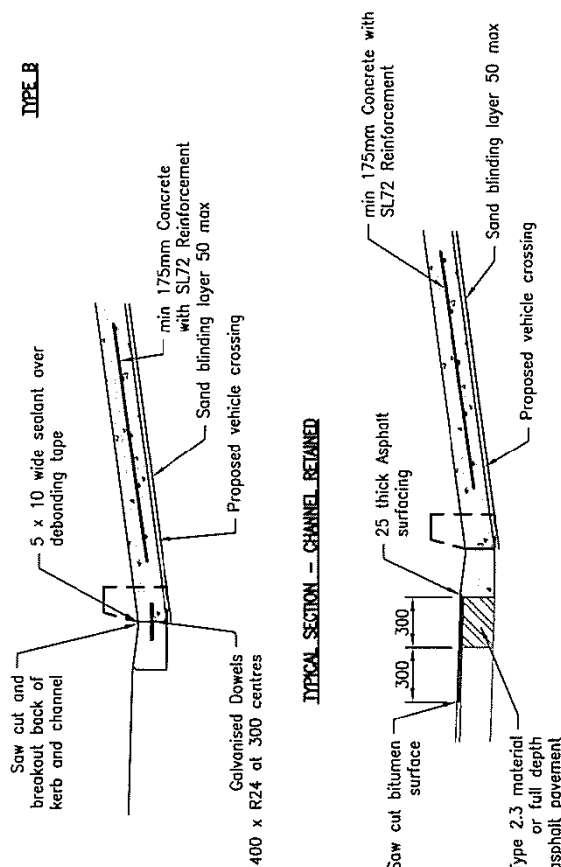
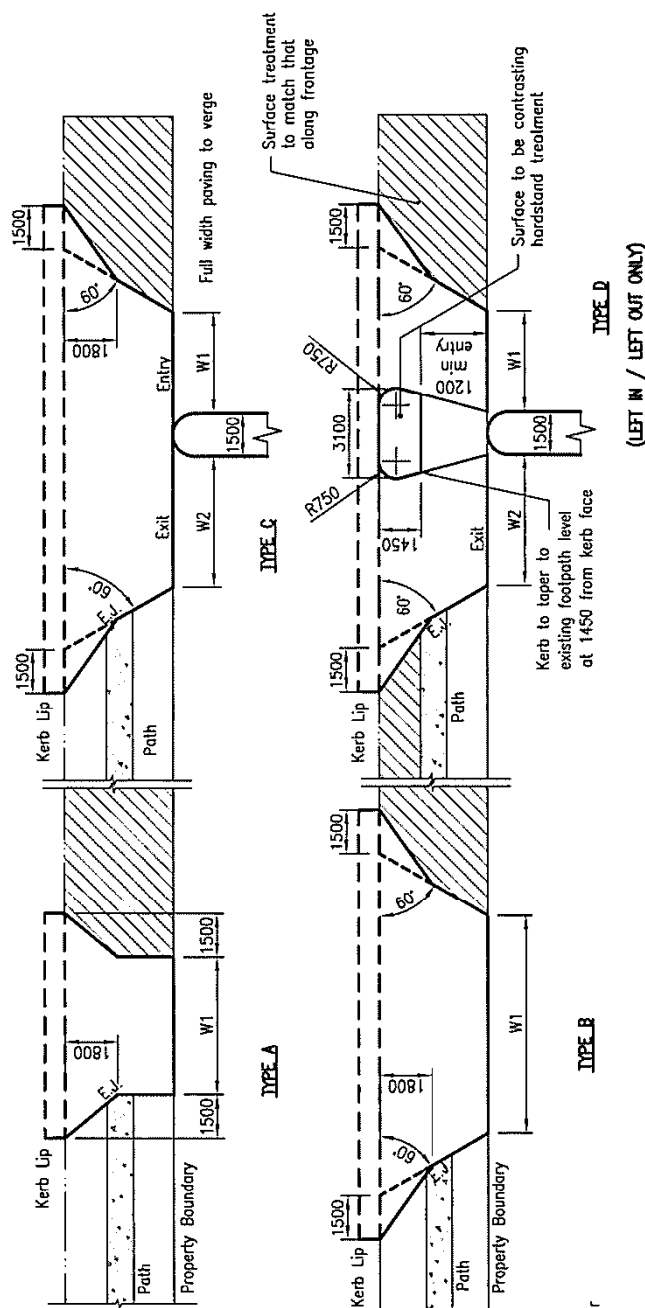
DRIVEWAYS
RESIDENTIAL DRIVEWAYS
PLAN 1 OF 2

RS-049

REVISIONS
DATE
A. 10/12 ORIGINAL ISSUE
B. 06/14 REVIEW

VEHICLE CROSSING DETAILS		
TYPE	W1(m)	W2(m)
A	6.0	-
B2	6.0 - 9.0 *	-
C1/D1	4.5	3.5
C2/D2	5.5	5.0
C3/D3	7.5	6.0
C4/D4	9.0	7.5

Driveway type to relevant Council approval



NOTES:

1. All concrete to be Grade N32 in accordance with AS 1379
2. All adjacent asphalt or concrete surfaces and pavements to be saw cut
3. Variations to the designs shown are subject to approval from relevant Council.
4. Refer RS-Q49 for driveway prohibited locations.
5. All appropriate permits must be obtained from Council, including approval of location and levels prior to excavation.
6. Where directed by Council Tactile Ground Surface Indicators are to be provided adjacent to the driveway in accordance to AS 1428.4.
7. Valves, hydrants located within the driveway shall have HDPE surround or equivalent placed between the service lid and the concrete. For any alterations to levels contact relevant Authority prior to concrete pour.
8. All dimensions are in millimetres unless shown otherwise.

These drawings have been developed in consultation between the participating Councils.
BEFORE USE, the user shall confirm that the drawing has been adopted by the appropriate Council.



INSTITUTE OF PUBLIC WORKS ENGINEERING AUSTRALASIA
STANDARD DRAWINGS

DRIVEWAYS
HEAVY DUTY VEHICLE CROSSING

RS-051

DATE	REVISIONS
06/14	Issue
07/14	Amended Drawing Number
12/11	Drawing number changed from RS-051 to RS-051
06/10	Review
07/09	Review
07/08	ORIGINAL ISSUE

