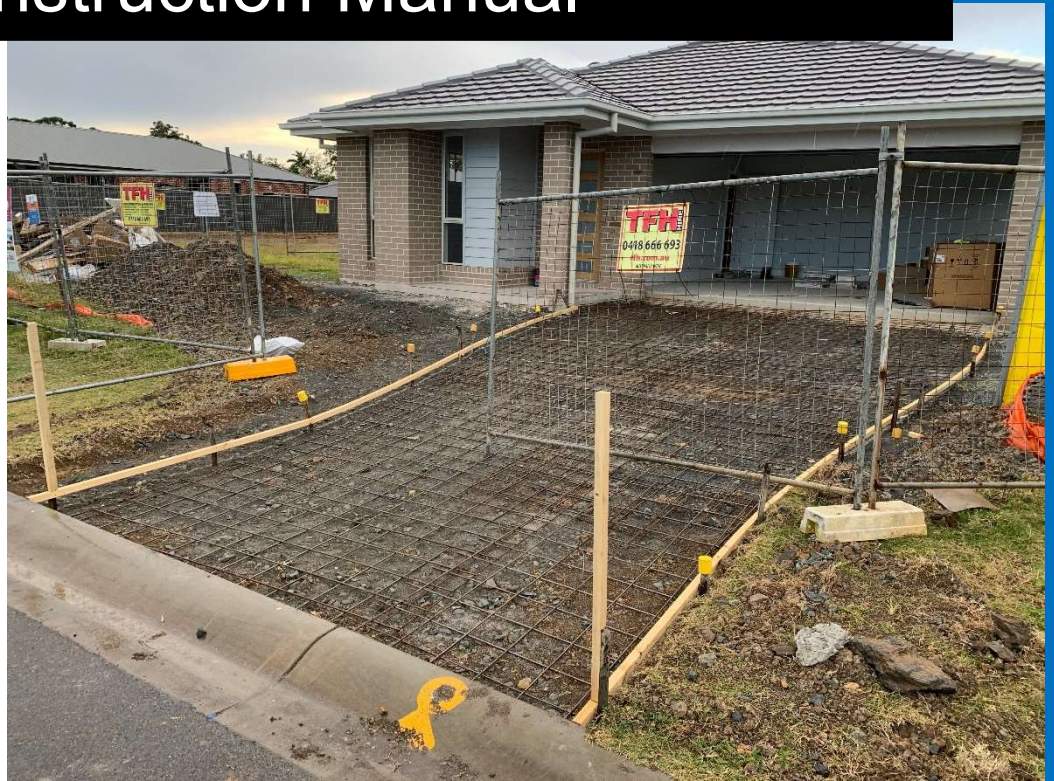


Driveway Procedure – Design and Construction Manual



Contents

Contents	2
1.0 Introduction.....	4
2.0 ADVICE TO RELATING DRIVEWAYS	4
2.1 To Owners, Builders, Developers and Certifiers	4
2.2 Development Procedure	5
2.3 Application Procedure.....	5
2.3.1 Driveway Application	5
2.3.2 Processing Time for Driveway Applications	5
2.3.3 Checklist for Driveway Applications.....	6
3.0 DESIGN SPECIFICATIONS FOR DRIVEWAYS	7
3.1 Principal Requirements for Driveways.....	7
3.2 Determining Driveway Levels	7
3.3 Driveway widths and Orientation	8
3.3.1 Driveway Crossover Dimensions.....	8
3.3.2 Driveway Crossover Orientation.....	8
3.3.3 Pipe Culvert Access Crossing	8
3.4 Surface Finishes	9
3.5 Conditions for Driveway Works Other Than Plain Concrete	9
3.6 Unauthorised Driveways.....	10
3.7 Scraping Driveway	10
3.8 Service Authorities and New Subdivisions or Developments.....	10
4.0 SECOND DRIVEWAY ACCESS APPLICATIONS	11
4.1 The City’s Position Second a Driveway Access	11
4.2 Details required with second driveway access applications.....	11
5.0 GENERALI	11
5.1 Costs.....	12
5.2 Materials	12
5.3 Trees.....	12
5.4 Public Liability Insurance	12
5.5 Provision for Traffic.....	12
5.6 Design and Setting Out.....	13
5.7 Alterations and Damage to Mains, Services and Drainage Structures	13
5.8 Inspections.....	13
5.8.1 Concrete Inspection Stages	13
5.8.2 Road Pavement	13
5.9 Safety of Works	14
5.10 Environmental Requirements	14
5.11 Repair of Work Following Wet Weather	15

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6.0	CONSTRUCTION REQUIREMENTS	15
6.1	Description	16
6.2	Subgrade	16
6.3	Formwork	16
6.4	Ready-Mixed Concrete	16
6.5	Placing Concrete	16
6.6	Thickness of Concrete	16
6.7	Reinforcement	17
6.8	Expansion joints.....	17
6.9	Kerb and Gutter	17
6.10	Finish	18
6.11	Curing and Protection	18
6.12	Refilling	18
6.13	Regrading and Returfing.....	18
6.14	Excess Spoil	18
6.15	Difference in Levels	18
6.16	Road Shoulder	19
2.17	Road Pavement	19

1.0 INTRODUCTION

This manual is intended to assist:

- contractors
- developers
- builders
- architects, engineering consultants, and building designers
- property owners
- internal staff

Implementing the policies and standards adopted by The City of Coffs Harbour (THE CITY) concerning driveways and their construction.

This manual has also been prepared to ensure that all driveway works are completed safely and consistently to reduce risks associated with public liability and promote asset longevity.

Under Section 138 of the *Roads Act 1993*, The City is the nominated Consent Authority for all works within the road reserve on local roads in the municipality, including driveways from the boundary to the road. The City must approve and inspect all driveway works within public road reserves to endorse compliance with the relevant standards, policies, and legislative requirements to protect the community from unnecessary hazards arising from non-compliant driveways.

Typical problems that appear at the time of inspection by The City include:

- incomplete construction of the driveway
- poor finishing
- trip hazards from incomplete backfill along the edge of a driveway
- damage to the kerb and roadside
- building over The City infrastructure (e.g. manholes, hydrants)
- scraping of vehicles' undersides
- incorrect grades
- failure to remove rubbish from the site.

2.0 ADVICE RELATING TO DRIVEWAYS

2.1 TO OWNERS, BUILDERS, DEVELOPERS AND CERTIFIERS

The owner is responsible for engaging a contractor/builder and undertaking reference and licence checks through the NSW Office of Fair Trading to determine their suitability for the job.

Any works in a road reserve carried out without consent, and an inspection from The City may be deemed unapproved/unauthorised and subject to further action. This may include rectifying or removing the unauthorised works at the applicant/owner's cost. In addition, reinspection fees may be applied if additional inspections are required.

Any non-compliant works substantially varied from the specification must be rectified before a compliance notice is issued.

Therefore, it is recommended that the owner withhold final payment to contractors until The City has issued a Compliance Notice.

2.2 DEVELOPMENT PROCEDURE

Driveway Applications made to The City are consistent, where applicable, with the relevant approval (e.g. Development Application (DA) consent from The City) for the development works associated with the proposed driveway.

Note: certifiers of complying and development certificates (CDCs) must ensure their obligations under the *State Environmental Planning Policy (Exempt and Complying Development Codes) 2008* are fulfilled by having written consent (via a NOTICE OF DETERMINATION – DRIVEWAY ACCESS CERTIFICATE) received from The City for the building of any kerb, crossover, or driveway **before** the issuing of a CDC. Driveway Applications will not be processed where a CDC has already been issued.

2.3 APPLICATION PROCEDURE

2.3.1 DRIVEWAY APPLICATION

The proponent must lodge a 'Driveway Application' form with The City and pay the application fee (The City's current fees and charges schedule). Note: the owner must sign this application form giving consent to the works.

**** No construction works in the road reserve shall commence until the Applicant has received notification that the Driveway Application has been approved by The City and a Consent Notice has been issued to the Applicant.**

The proponent must ensure the works are inspected before pouring concrete (i.e. at the formwork stage/reinforcement) and again after the works if required.

**** The City cannot issue a Notice of Completion unless The City considers the structure to meet The City requirements.**

****A copy of the concrete docket confirming 32Mpa or site inspection of completed sealing works is required before a Compliance Notice can be issued**

2.3.2 PROCESSING TIME FOR DRIVEWAY APPLICATIONS

The target times for processing a driveway application, from the time it arrives at Customer Service to it being processed, is 3 to 4 weeks.

Please note that the Driveway Application process may take longer in times of high demand or if insufficient details are provided in the application.

Flowchart for New Driveway Works



2.3.3 CHECKLIST FOR DRIVEWAY APPLICATIONS

Every driveway application must demonstrate compliance with the principal requirements listed in Section 3.1 and include the following at a minimum:

- a compliant long section of the driveway
- the proximity of the driveway to The City's assets and utilities compliant with The City's Standard Drawings
- the surface finish of the driveway
- width of layback kerb and driveway crossover
- the orientation of the driveway crossover to the road/kerb and gutter
- if applicable, any existing driveway laybacks/crossovers
- the location of the driveway relative to the nearest side boundary.

3.0 DESIGN SPECIFICATIONS FOR DRIVEWAYS

3.1 PRINCIPAL REQUIREMENTS FOR DRIVEWAYS

A driveway is used to provide vehicular access from the road carriageway to properties and must meet the following objectives:

- Provide appropriate grades for the passage of most common vehicles in accordance with the relevant Australian Standards.
- Provide reasonable grades for pedestrian traffic along the footpath.
- Compliment and support the drainage function of the kerb and gutter.
- Take account of existing property levels and existing or proposed road levels.
- Adequately support reasonably anticipated vehicle loads.
- Provide a durable, low-maintenance, all-weather surface.
- Provide a safe surface for the passage of vehicles and pedestrians.
- Provide a surface with a visually pleasing appearance that blends in with the streetscape.
- Provide a surface that can be conveniently, successfully, and economically restored if opened for the provision of services or public utility mains.
- Avoid restricting or impeding the function of, or access to, The City utilities and services, including, but not limited to, stormwater pits, sewer manholes, hydrants, kerb outlets and water path boxes.

3.2 DETERMINING DRIVEWAY LEVELS

Each site has restraints and/or considerations for determining driveway levels. The proponent is encouraged to discuss with The City any variations of these levels from The City's Standard Drawings before submitting an application. In principle, to achieve the maximum change in elevation and conform to AS2890.1 ground clearance template figure C1 B85 vehicle with a maximum 2.8m wheelbase and minimum 120mm ground clearance, the following levels and lengths are required:

- Changes in grade between sections shall not exceed 15% for sags or 12.5% for crests.
- The minimum length of transitions shall be 2.8m for sags and 1.4m in length for crests.
- Ideal maximum grade shall be 25% (1 in 4).

Any exceedance from the above will require a detailed design using the above-indicated template.

3.3 DRIVEWAY WIDTHS AND ORIENTATION

3.3.1 DRIVEWAY CROSSOVER DIMENSIONS

Widths (dependent on kerb Profile)

Kerb Profile	Residential (Urban and Rural)		Industrial	
	Minimum Width (m)	Maximum Width (m)	Minimum Width (m)	Maximum Width (m)
Roll Kerb	3	6	4	As Approved
Barrier Kerb	3	5	4	As Approved
Edge Strip	3	6	4	As Approved
No Kerb	3 [#]	5.4 [#]	7 ^{*#}	13 ^{*#}

* These widths are indicative only and subject to site suitability. Different widths may be specified in the Driveway application.

Refer to the Rural Driveway Standard drawing SD DW02 for more details.

Note: Required side splays (wings) widths are in addition to the above indicated widths. Refer to the relevant standard drawings for side splay widths.

DRIVEWAY CROSSOVER ORIENTATION

Driveway crossovers must be perpendicular to the road carriageway.

Other orientations may be used to meet site constraints or suit design vehicle movements to The City's satisfaction. Reasons and supporting evidence for other orientations are to be provided with the driveway application.

Note – Localised thickening and/or additional reinforcement may be required if acute angles are proposed.

PIPE CULVERT ACCESS CROSSING

Where The City recovers pipes from access culverts during construction and maintenance, The City:

- Will not provide the property ratepayer with a rebate regarding the pipes recovered from the driveway access crossing, regardless of whether the adjacent landowner or ratepayer previously paid for them.
- may offer the pipes to the adjacent owner or ratepayer at the time of removal, subject to no financial burden to the The City.

Where The City is faced with designing a driveway access crossing across drains that are in excess of a standard access pipe, The City:

- May limit the charge to the landowner or ratepayer.
- Will provide a particular crossing over the drain, regardless of the culvert size required to accommodate the flow in the drain.
- Will limit the charge to the landowner or ratepayer to the current charge for a 600mm diameter pipe access culvert.

3.4 SURFACE FINISHES

The following driveway finishes are permitted within the road reserve:

- a) plain concrete
- b) coloured concrete
- c) stencilled and stamped concrete
- d) exposed aggregate to specifications
- e) Asphaltic Concrete.

If any finishes other than plain concrete are used, the owner acknowledges that the The City is only required to replace the driveway in plain concrete if any City assets are to be completed, impacting the driveway.

Ceramic or quarry tile finishes are not permitted, as tiled surfaces can become slippery and a public safety risk.

The City will not accept pavers within the road reserve

If a driveway surface finish other than the above is proposed, The City will consider the application individually based on merit.

**** Details of the proposed driveway surface finish are included in the Driveway Application submission.**

3.5 CONDITIONS FOR DRIVEWAY WORKS OTHER THAN PLAIN CONCRETE

The City recognises the increasing desire for residents to create a less harsh, more natural, or "attractive" appearance in constructing footpath crossings. To achieve this aim, The City can accept coloured concrete and patterned or moulded concrete finishes in the footpath crossing subject to the following conditions:

- a) Coloured concrete to be restricted to a range of colours that blend in with and do not conflict with the existing street scene
- b) are only approved in streets that are fully serviced and in which the need to provide additional underground services within a reasonable time is not evident
- c) the relevant City department approves of the particular surface finish of its potential to be a slip, trip or fall hazard.

Note: City works to modify or replace a driveway in the future due to City infrastructure/utility works will be in plain concrete as standard procedure and may or may not match the existing surface finish.

3.6 UNAUTHORISED DRIVEWAYS

If driveway works are completed without prior City approval, action can/will be taken against the owner, including but not limited to fines, cost recovery and/or issue of Orders for the illegal works to be removed.

If an unauthorised driveway is found and considered to be of a reasonable standard, a letter will be sent to the owner and/or Contractor requesting an explanation as to why no prior approval was sought and why it should not be removed. If the answer is satisfactory, the proponent must:

- a) Pay all outstanding fees.
- b) Provide a statutory declaration declaring the works were constructed in accordance with The City's standards.

Upon receipt, The City will issue a letter confirming that it is now approved.

Note: The City will not accept unauthorised works that are a public safety hazard or are largely non-compliant with The City's Specifications until necessary rectifications are completed.

3.7 SCRAPING DRIVEWAY

The City's driveway specifications are compiled in reference to the standard vehicle defined by Australian Standard AS2890.1. They are designed to permit access to most models of vehicles at present on the market and to most existing road profiles without scraping. These specifications, however, do not provide for any modifications such as tow bars, body kits, lowering of exhaust systems or suspensions, special/unique sport vehicles, heavily laden vehicles or vehicles travelling at excess speed or nonstandard road profiles.

The City is under no obligation to amend a road profile so that a vehicle including a standard B85 vehicle as defined in AS2890.1 can access a property either via an existing or proposed driveway access.

If an applicant wishes to install a new driveway or modify an existing driveway, the Applicant will bear all costs including any associated fees.

3.8 SERVICE AUTHORITIES AND NEW SUBDIVISIONS OR DEVELOPMENTS

The owner cannot construct a concrete driveway across the verge if underground services are not provided in a new development area. If a formwork inspection is requested, the formwork cannot be approved. Where a service authority damages an existing driveway and is responsible for its repair, the service authority must undertake the works in accordance with this manual.

4.0 SECOND DRIVEWAY ACCESS APPLICATIONS

4.1 THE CITY'S POSITION ON A SECOND DRIVEWAY ACCESS

The City will only permit one access point from a public road frontage (secondary roads where available) – refer to Coffs Harbour DCP Part F, 1.2 (7)

The objectives for this control are as follows:

- To minimise traffic hazards to pedestrians and vehicles.
- To maintain on-street parking capacity.
- To allow flexibility in locating drainage pits, especially gully pits at low points, and outlets for roof water lines are maintained.
- To maintain gutter stormwater flow capacity.
- To ensure the cumulative effect of increased impervious areas and associated water runoff does not impact the stormwater drainage system.
- To maintain flexibility in locating public utility structures and street furniture, such as electricity poles, Telstra's pillars, bus stops, etc.
- To minimise footpath restoration costs of road authorities, which must be borne by the community as a whole.
- To maintain the aesthetic of the residential streetscape, which is not to be made less pleasing due to the increased paved surfaces within the footpath area.
- The City's policy is in keeping with the Roads and Maritime Services' policy ('Guide to Traffic Generating Developments') with site consolidation.

4.2 DETAILS REQUIRED WITH SECOND DRIVEWAY ACCESS APPLICATIONS

Under exceptional circumstances, consideration may be given to the provision of second driveway access. In such cases, the owner must apply to The City in writing, as follows:

- a) letter requesting permission for second driveway access; this letter must determine the reasons for the necessity of the second driveway access.
- b) information specified in Section 2.3.3 and additionally, information to address the objectives specified in Section 4.1 (above)

If the second driveway access forms part of further development within the property, i.e., a garage, carport etc., then The City will not accept the second access application unless it forms part of an overall Development Application for these structures.

Second driveway access is not automatically permissible or approved for new development by virtue of its existing development on the site. All new development shall be considered on merit, which may require the removal of an existing secondary driveway.

5.0 GENERAL

These specifications apply to all parties when constructing a driveway:

- A. vehicular access
- B. concrete footpaths
- C. concrete kerb and gutter.

5.1 COSTS

The Applicant is responsible for public safety and all associated costs. These include traffic management, excavation, laying of concrete, backfilling, turfing, alterations to existing structures (e.g., fences, gates, driveways, and footpaths), roof water drainage, road reserve rehabilitation or any other works which may be specified or required. The City shall require the driveway application fee to cover assessment and inspections by The City. If reinspections are required, additional fees may be imposed.

5.2 MATERIALS

Refer also to Section 3.4 of this document.

The use of flexible pipes must be compliant with AS/NZS 25662.1, installed in accordance with the manufacturer's requirements and The City's Construction Development Specifications. A minimum cover of 0.45m is required. This may be reduced if under a complying concrete driveway.

5.3 TREES

No trees are to be cut down, pruned, or relocated without the written consent of The City under Coffs Harbour Development Control Plan 2015 Part E Environmental Controls.

5.4 PUBLIC LIABILITY INSURANCE

All nominated contractors/applicants must carry public liability insurance with a minimum cover of twenty million dollars (\$20,000,000) and submit to The City a minimum of 3 days before commencing work. The contractor/proponent is responsible for ensuring that insurances are current.

5.5 PROVISION FOR TRAFFIC

All pedestrian and traffic control management must comply with AS 1742.3 Traffic Control for Works on Roads and parking for vehicles.

Safe and convenient passage for pedestrians' and vehicles shall be always maintained. Including adequate illumination of these signs and barriers at night and any required warning lights on barriers.

No plant equipment or excavated material shall be deposited on any footpath or roadway to obstruct pedestrian or vehicular traffic or any road or footpath drainage. All footpaths shall be trimmed, and materials and plant shall be kept within the narrowest

practical limits and, if directed by The City, within a hoarding area without prior approval from The City.

Should the proponent fail to carry out any provision of this section of the specification, The City may carry out the work and invoice the Contractor for works completed after notice in writing.

5.6 DESIGN AND SETTING OUT

The proponent is responsible for setting out the driveway to comply with the approved design and relevant City specifications. Any anomalies encountered during construction should be reported to The City for evaluation before the pre-pour inspection request.

**** The proponent must have a copy of the approved plans and driveway approval letter issued by the City available on-site at all times.**

5.7 ALTERATIONS AND DAMAGE TO MAINS, SERVICES AND DRAINAGE STRUCTURES

Before commencing work, the proponent shall contact "Dial Before You Dig" on 1100 to obtain existing services. The Contractor's responsibility is to confirm the locations and depths of all public services and house services before the commencement of work. The proponent shall be responsible for any damage to public utilities, private services or drainage structures resulting from their operations.

Where alterations to any public utility or private service are necessary, the proponent shall notify The City and arrange with the service authority concerned to make such alterations as expeditiously as possible.

Where it is necessary to alter any of the The City's assets, such alterations shall be carried out as directed by the The City at no cost to The City. Depending on the works and engineering design scope, these alterations may entail a separate application, approval and fee process, and potential payment of bonds to the The City.

The proponent shall bear the cost of any alterations necessary to ensure compliance.

5.8 INSPECTIONS

At least two working days' notice must be given to The City for inspections.

Hours of inspection: 0800-1500, Monday to Friday

5.8.1 CONCRETE INSPECTION STAGES

- a) Formwork – when the site is excavated with formwork and reinforcement in place, ready to pour concrete.
- b) Final – When all work is complete, the site will be cleaned, and the road reserve will be rehabilitated to a level acceptable to The City.

5.8.2 ROAD PAVEMENT

As per The City's Standard Drawings, at each road pavement construction stage.



5.9 SAFETY OF WORKS

The proponent must ensure that all stages of the work are carried out under the specifications, regulations and applicable laws in a safe manner and left in a safe state. The Contractor's responsibility is to provide signposting, barricades, safe pedestrian thoroughfare lights and other necessary safety measures. All safety equipment (including lights) must be in good working order. Prices are to include all measures for traffic control and pedestrian safety.

The contractor shall fulfil the Work Health and Safety Act 2011 (the WHS Act) to ensure that the land, buildings, plant, or substances are safe and without health risks. The WHS Act imposes a duty upon persons who have, to any extent, control of non-domestic premises used as a place of work. For example, the duty is of work or as a means of access thereto or egresses therefrom or as a place where they may use plants or substances provided for their operation at work.

The City is not responsible for 'on-site safety and security, including the security of the Contractor's equipment. The Contractor should be aware of the potential vandalism of safety equipment and should take appropriate measures. The City will not accept the use of damaged or broken safety equipment on-site, and the Contractor must ensure any damaged safety equipment is immediately replaced.

All claims for damages allegedly arising because the works were carried out in an unsafe manner or left in an unsafe state to endanger the Contractor, sub-contractor and their employees, or the public shall be the Contractor's sole responsibility. The Contractor can be required to instil in their employees an awareness of safety and to supervise employees' actions to ensure such safety. Attention is drawn to the Contractor's responsibilities under the WHS Act.

5.10 ENVIRONMENTAL REQUIREMENTS

The City is committed to local environmental protection and providing safe conditions for residents. The Contractor is required by legislation to ensure there is no environmental damage and that the health and safety of all persons and properties are maintained.

Under Section 120 of the *Protection of the Environment Operations Act 1997* ("the POEO Act"), it is an offence for any person to pollute waters. A pollution incident is defined within this legislation as "an incident or set of circumstances during or as a consequence of which there is or is likely to be a leak, spill, or other escape or deposit of a substance as a result of which pollution has occurred, is occurring or is likely to occur".

This means an actual pollution incident does not have to have occurred for an offence to be committed. However, the fact that no controls are in place to prevent an incident

from occurring is classed as an offence under the act. Water pollution also encompasses the stormwater drainage system and natural waterways.

The person is responsible for carrying out the work to ensure that controls are in place before a job is commenced to prevent a pollution incident.

The Contractor is responsible for making any sub-contractors aware of the environmental requirements before any work is undertaken, and all works comply with the Blue Book (elaborate what the Blue Book is).

Therefore, erosion and sediment controls must be put in place before work commences, and the controls must be in place during the work. Any potential contaminants that could cause pollution to enter a waterway once the job has been completed must be cleaned up.

This should include but is not limited to:

- Putting in place on-site (e.g., sediment control fencing) and offsite (e.g., sediment control socks around stormwater inlets) controls to prevent spillage and pollutants from entering drains or waterways.
- Ensuring workplaces are maintained in a condition to provide a safe environment for pedestrians, workers and passing vehicles.
- Put in place controls to prevent sand, sediment, topsoil, and the like from being washed, carried, or blown from construction and work sites.
- Ensuring supervisors and workers on the site are aware of the environmental protection and safety requirements.
- Having adequate pollution control and spill clean-up resources available at each worksite and ensuring that all workers know what to do if a pollution incident occurs.

Penalty Infringement Notices (PIN) and clean-up notices are used where breaches are considered minor. The Protection of the Environment Operations (General) Regulation 2009 details the penalty fees applicable to each offence under the POEO Act.

Where an incident has been considered a significant pollution incident, there is the potential for prosecution and maximum penalties for corporations and individuals described in the relevant sections of the POEO Act.

5.11 REPAIR OF WORK FOLLOWING WET WEATHER

The contractor shall ensure that all necessary measures are provided at all times to protect the works from the effects of rain to the satisfaction of The City. The proponent is responsible for repairing all storm damage. The City will provide the proponent with notice of any requirements for repair work. Repair works must be carried out at no cost to The City, using approved methods in accordance with the Blue Book, and must be commenced within 24 hours of receiving notice to repair works.

6.0 CONSTRUCTION REQUIREMENTS



6.1 DESCRIPTION

The work shall be constructed in-situ to comply with the relevant standard drawings, aligned in straight lines as shown or as may be directed, and accurate to the drawing's grades and without local irregularities.

6.2 SUBGRADE

All soft, yielding, and other unsuitable material shall be removed, and the subgrade shall be thoroughly compacted and finished to a firm, smooth surface, or uniform bearing value.

All concrete driveways and footpaths should be poured onto a 50mm thick sand or metal dust base, spread to an even thickness, thoroughly soaked with water, and well compacted before pouring concrete. All laybacks, kerbs, gutters, and dish drains shall be poured onto a 100mm thick layer of compacted DGB (expand) or approved equivalent.

6.3 FORMWORK

Formwork shall be built true to line and braced substantially and unyieldingly. It shall be mortar-tight, and the interior surfaces shall be adequately oiled, greased or soaped to ensure non-adhesion of the concrete. The material used for exposed surfaces shall be sized softwood timber dressed on one side and both edges. Undressed timber may be used for backing to unexposed surfaces. Formwork must be provided at all vertical faces.

6.4 READY-MIXED CONCRETE

The minimum concrete compressive strength (F'c) at 28 days is 32MPa for driveways and footpaths and 32MPa for laybacks, kerbs, gutters, and dish drains.

6.5 PLACING CONCRETE

Care shall be taken to fill every part of the formwork by continuous tamping, spading, or slicing, and working the coarsest aggregate back from the exposed surfaces. Exposed concrete surfaces shall be struck off, broom finished, and corners and edges drawn shall be left neatly rounded. Concrete shall not be disturbed after it has been in the formwork for 10 minutes.

6.6 THICKNESS OF CONCRETE

Unless shown otherwise on the attached standard plans, the thickness of the concrete shall be as follows:

Type of Development	Minimum Thickness (mm)	Steel Reinforcement	Cover
Single residential/dual occupancy	125	SL72	40
Medium density/commercial/ industrial	150	SL82	40

6.7 REINFORCEMENT

All reinforcement shall be free from rust, grease, tar, paint oil, mud, mill scale, mortar, or any other coating, stored under a waterproof shelter, and supported above the ground's surface. The reinforcement shall be secured against displacement due to the concrete's flow and working when in position.

6.8 EXPANSION JOINTS

All expansion joints shall be perpendicular and filled with a strip of bitumen-impregnated board or closed cell foam 10 millimetres thick, extending entirely through the slab. Where the kerb and gutter are cast in position, expansion joints shall be provided at intervals of not more than 4 metres. The kerb shall be discontinued to allow the construction of gutter driveways for vehicular access. At such points (where shown on drawings or where directed), a gutter driveway shall be constructed with an expansion joint at both ends of the opening.

Where a vehicular driveway will be provided, an expansion joint shall be placed at the back of the gutter driveway. A vehicular driveway connects to an existing concrete driveway inside the property; an expansion joint shall be placed at the boundary alignment.

Expansion joints shall be placed between existing and new work, galvanised dowels (R12) installed horizontally and straight at 500mm centres as required to the existing structure (driveway/footpath).

All false joints on the vehicular driveway and footpath slabs shall be made to form a straight, well-defined line using an appropriate jointing tool.

6.9 KERB AND GUTTER

The integral kerb and gutter shall be constructed in situ to the dimensions shown on The City's Standard Drawing. The kerb alignment must be straight lines and circular curves marked on the ground or directed, valid to grade without irregularities.

In areas where the adjacent existing kerb and gutter have dimensions different to The City's standards, the new kerb and gutter shall be constructed to match the existing subject to prior approval.

6.10 FINISH

After removing formwork, any rough or porous places or holes shall be picked up and dressed with a 2:1 cement mortar or approved cementitious repair product. The exposed surface shall be broom finished with bull-nosed edges to leave the surface plain, smooth, and uniform in colour and appearance. All kerb, gutters and laybacks shall be finished with a steel float to leave the surface plain, smooth and uniform in appearance and must be in plain concrete.

Upon final inspection by The City, if it is found that the surface finish is slippery and is considered a public safety hazard, the works cannot be approved. Additional surface treatments are required at the Applicant's cost to the satisfaction of The City.

6.11 CURING AND PROTECTION

After completion of concreting for any section, that section shall be covered with wet bags or canvas and kept moist for three days or longer if directed to prevent rapid drying out of the concrete. The work is to be protected from damage for the same period.

6.12 REFILLING

After the concrete has set sufficiently, and not sooner than three days after placing, spaces around the sides of the work shall be refilled with sound material, which shall be thoroughly compacted in layers no greater than 150mm, with all potential trip hazards removed.

6.13 REGARDING AND RETURFING

Regrading and returving shall be undertaken on either side of the concrete work, with a maximum slope of 1:6 (vertical):(horizontal). All disturbed footpath areas shall be returved with a grass type to match that existing and shall be free of weeds when laying. The verge area is to be left in good condition.

6.14 EXCESS SPOIL

Excess spoil shall be removed from the job. Where excavated material is to leave the site, it must be disposed of at an approved landfill facility.

Note: The exportation of fill or soil from the site must be under the provisions of the Protection of the Environment Operations Act (POEO) 1997 and the Office of Environment and Heritage "Waste Classification Guidelines" and shall comply with the terms of any approval issued by the The City.

6.15 DIFFERENCE IN LEVELS

There is a difference in levels between those existing at fence alignment and designed levels; suitable adjustments within the owner's property will be necessary. This situation will be noted on the plan and subject to negotiation between the Contractor and the

owner. It is suggested that greater ease of access will be obtained if sharp grade changes are avoided.

6.16 ROAD SHOULDER

If directed by the The City, the existing road shoulder shall be regraded, reshaped and trimmed as necessary to allow for the proper control and free flow of drainage.

2.17 ROAD PAVEMENT

All road pavement restorations shall be completed under The City's Specifications

