

Frequently Asked Questions – Accessways

Why is it important to upgrade my accessway?

Reasons include safety and ongoing maintenance to the accessway and surrounding road.

- An unsealed (gravel) access onto a sealed road can lead to road edge deterioration causing potholes. When an unsealed access drops down onto the sealed road, there is often gravel migration that can leave loose material on the road. This can make the road slippery, or debris could be picked up by passing vehicles and turned into a projectile. In a worst-case scenario, debris could hit a passing motorist, cyclist or pedestrian which could lead to a more serious incident.
- The deterioration caused by edge break/potholing along the edge of the road at the access interface could potentially also lead to serious incidents/accidents.
- Deterioration at the edge of the road could lead to additional road maintenance costs which affect rates.

What is a corridor access request (CAR)?

A CAR is an application to carry out works within the legal road corridor. These are generally required around the country (sometimes with a different name). This is used to alert the Road Controlling Authority (RCA) that someone intends to do works in a specific area. We also use these to help track and coordinate (when required) work that is happening on our network.

How do I apply for a corridor access request (CAR)?

Contact the District Assets Transportation team: Car.tmp@westlanddc.govt.nz. They can send you all the necessary paperwork and will guide you through the process. We are also working on developing an online application form.

What material does the accessway need to be constructed with?

The standard is like for like. For an unsealed road, an unsealed access is suitable. For sealed roads the minimum expectation is a chip sealed access. You are welcome to use other materials such as concrete, asphalt, pavers, as long as the edge along the sealed road is finished to an appropriate standard.

Can I do the work myself?

If you are an approved contractor, yes. The contractor that carries out the work must be able to provide a 2-year defect liability period (warranty) on all workmanship. If any defects occur that are repaired these repairs also carry a 2-year defect liability period. This is a condition of the corridor access request process.

Who can do the work?

A Council approved contractor. Generally, this contractor must have suitable health and safety certification, public liability insurance and the ability to obtain or carry out appropriate temporary traffic management.

What standard do accessways have to comply with?

Council has a number of standards for access:

- Urban Light Traffic/Domestic,
- Urban Commercial,
- Rural Sealed Domestic Low use,
- Rural Sealed Commercial/High Use/Tanker Access,
- Rural Unsealed Domestic Low use, Rural Unsealed/High Use/Tanker Access.

All access ways must comply with visibility requirements and where necessary must allow for stormwater drainage (either Kerb and Channel or Pipes).

How wide does the accessway have to be?

The width will vary depending on the type required.

I've sealed the access and built it to the required standard. Who maintains it now?

All vehicle access ways are the responsibility of the property owner to maintain. However, for chip sealed access ways the Council will resurface these when we resurface the road or footpath. This also means that we will carry out some repairs before we do this work. In addition, if Council are carrying out significant upgrade or renewals works in that area, we will also take the opportunity to upgrade any accessways that require it.

The Council footpath cuts across my driveway, who maintains this?

The Council. In the event the footpath becomes unsafe we will undertake the necessary repairs. Depending on the scope of works required and the driveway in question we may also upgrade/fix driveway defects as well.

I would like some advice about my driveway, who should I contact?

Contact the Transportation Team at Council, we're happy to come and take a look and offer advice free of charge. We're here to help. Please contact car.tmp@westlanddc.govt.nz or phone the Council and ask to speak to someone from the Transportation Team about your access.

I want to fix/upgrade my driveway, what is the process for this?

Come in or phone and speak to someone from the Transportation Team, we can guide you through the whole process. You never know, we may be planning some work and could do the upgrade for you. The key is, if we know about it, we can help you out.

What section of the district plan specifies the number, location and separation distance requirements?

Part 8.9 of the Westland district plan provides the requirements regarding access locations, sight distances, intersection distances and formation requirements. The standard can be found here: https://district-plan.westlanddc.govt.nz/section8_9.html

What to do if access is off the state highway?

For sites accessed from a state highway, the accessway must adhere to the accessway standards and guidelines of the New Zealand Transport Agency. The standard can be found here: <https://www.nzta.govt.nz/assets/resources/planning-policy-manual/docs/planning-policy-manual-appendix-5B-accessway-standards-and-guidelines.pdf>

What are the sight distance standards?

Visibility standard requirements that specify unobstructed visual distances for vehicular access from property access onto the roads. These requirements are specified in Part 8.9 Access of the operative district plan.