



Property Services : How to Guide CARPARK & PAVING

The Property Services Unit within Synod of Victoria assists all parts of the Church to manage properties for purchase, sale, build, lease and maintenance. The UCA Property Services team offers advice as an internal resource to ensure that risks are managed.

The advice below is provided, current as at 4th April 2018.

Carparks and paved areas may occur as new construction or to replace existing. A carpark and paved area that is well constructed provides for a safe vehicular and pedestrian access and will include for adequate drainage to the design to allow for management of stormwater that can affect Churches other surrounding buildings.

Carpark and Paved Area Design:

Where the design of a carpark or a paved area exceeds 100m², or is adjoining buildings, the design should be carried out by a qualified Consulting Engineer - Civil. A Civil Engineer is trained to design the carpark and paved area suitable to the ground conditions, the traffic estimation, the topography (land slope or fall) and the environment such as suitable drainage to manage water away from buildings. The design will include a suitable construction to manage speed or other control devices, infrastructure and services to satisfy the requirements of the local authority. Fees and permits may be required for carparks and paving when involving a Council asset or where the proposed works are subject to planning controls, such as a Heritage overlay. The design of a carpark or paved area should be accompanied by a certificate of design compliance to Australian Standard AS3500 (drainage) and AS1428 (disability access). Domestic paving should be designed in accordance with AS3727 (residential pavements).

Carparks:

Quotations for a carparks should be engaged by competitive tender. The design by the Civil Engineer will include a scope of works and a specification allowing tenderers to prepare an accurate quotation. For tenders exceeding 100m², it is recommended that a Civil Engineer prepare a short form bill of quantities, allowing ease of comparison in the tenders received.

Commercial Builder – Churches and Halls:

If a carpark or paved area is a component of a Commercial building contract, the Builder must have the capacity to undertake the work in a competent manner and to a professional standard, to plan, manage and co-ordinate building projects. UCA Property Services can provide further support and advice to engaging a suitably qualified Contractor.

As part of the UCA - OH&S policy, The Uniting Church in Australia requires that all contractors working on or at property undertake an Online Health & Safety Induction Course. This is available on line at <http://www.inductme.com.au/uca>

Check for easements on the property. When an easement is obstructed, it can prevent important maintenance work and block the flow of storm water. If your plans impact an easement, either modify the plans or enquire whether your proposed development qualifies for approval.

For further support from The Uniting Church in Australia Property Services team, please call 9251 5949 or email property@victas.uca.org.au