



# VEHICLE CROSSING APPLICATION FORM

## APPLICANT'S DETAILS

Property Owner		
Site Location		
Consent Number		
Street Address		
Council Valuation or Property ID		
Email		
Contact Number		
Billing Details (if different from above)		
Name and Address		
Email		

## CROSSING DETAILS

Creating a new crossing	New	Upgrade		
Use of crossing <i>(Indicate on the sketched plan below the road, proposed position of crossing and dimensions)</i>	Industrial	Commercial	Rural	Residential

## PROPOSED SURFACE MATERIAL (SURFACE SEALS)

Concrete	Chip Seal	Asphaltic Concrete	Other:
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## TERMS AND CONDITIONS:

I UNDERSTAND BY MAKING THIS APPLICATION THAT I AM WILLING TO ACCEPT/COMPLY WITH THE FOLLOWING CONDITIONS

- An application fee is required per vehicle crossing for approval and inspections, which must be paid when submitting the application.
- The Vehicle Crossing Application will be valid for 12 months from the granted correspondence date.
- The vehicle crossing shall be constructed at the expense of the owner/applicant.
- The location of the vehicle crossing shall be approved by the Council prior to construction.
- The installation of the vehicle crossing must be constructed to Council's standards and specifications.
- The Works must be undertaken in accordance with any Resource Consent, Council bylaws and safety requirements.
- I shall comply fully with the conditions on this consent form.

**SIGNATURE OF PROPERTY OWNER/AGENT:**

**DATE:**    /    /20

## SKETCHED PLAN

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Street Frontage – Name:

### CHECKLIST PRIOR TO, DURING CONSTRUCTION AND AFTER CONSTRUCTION:

1. (Prior to) Do I have the standard drawing? *This will be received with the granted correspondence*
2. (Prior to) Are there any services in the location I want to put my vehicle crossover? *You are required to do a dial before you dig application & Corridor Access Request (CAR)*
3. (Prior to) Have I rung Council to tell them my start date? *You will need to ring Council and tell them your reference number and the date the contractor/persons will be onsite undertaking the work*
4. (Prior to) Do I have all relevant consent to undertake work in the road reserve? *You will be required to make sure that points 1, 2 and 3 above have been completed*
5. (During Construction) Have I rung the Council Contact person for an inspection prior to surface seal? *You will need to ring Council and tell them your reference number and when you require the inspection – preferably 24hours notice*
6. (During Construction) Have I rung the Council Contact person for a final inspection and sign off? *You will need to ring Council and tell them your reference number and when you require the inspection – preferably 24hours notice*
7. (After Construction) Have I received an email from Council confirming sign off? *You will receive a confirmation email stating compliance has been achieved*