

Puka Tono Whakawhiti Waka

Vehicle Crossing Application Form

Kaitono Mōhio Whaiaro

Applicant Details

Property Owner

Site Location

Consent Number

Street Address

..... Postcode.....

Council Valuation or Property ID

Contact numbers

Email

Billing Address (if different from above)

Full name First name(s) Last name

Postal Address

..... Postcode.....

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 (specify):
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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

Sketched Plan

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*