

Vehicle Crossing Application Form

VC 01

<i>Office Use</i>	
VC Application #	

Please ensure your application includes **all** the information asked for, otherwise delays in the processing or refusal of your application may occur.

Submission of this Application Form does not provide permission for work to commence. Work can only commence after the Council has considered your Application and a Permit has been Granted to you.

Full Name and Address of Applicant			
Surname:		First Names:	
Surname:		First Names:	
Company Name:			
Postal Address:			
Phone (home):		Ph (business):	
Email:			
Preferred method of contact¹: (circle)	EMAIL	POST	PHONE
Contact person:			

Location, Contractor and CAR Details	
Site Address:	
Legal Description of Property²:	
Property Number:	
Type of section :	Front <input type="checkbox"/> Rear <input type="checkbox"/> Corner <input type="checkbox"/>
Existing Crossing :	Yes <input type="checkbox"/> No <input type="checkbox"/>
Type of Works :	New <input type="checkbox"/> Extension to Existing <input type="checkbox"/>
Type of Crossing :	Residential <input type="checkbox"/> Commercial <input type="checkbox"/>
Contractor: (ADC Approved only)	

If you have any questions about this form, or the application process please contact the Ashburton District Council, 5 Baring Square West, PO Box 94, Ashburton 7740 or Telephone 307 7700, Fax 308 1836, Email applications@adc.govt.nz

¹ Permit and Official Sign-off will be delivered by the post.

² Both the legal description and valuation number can be found on the rates demand for the property

Sketch Plan

Please sketch a plan of the site, including the required Vehicle Crossing and any other key features

Physical Site Markings in Place

I confirm that the required position for the Vehicle Crossing has been clearly marked at the physical site

NB: IF an inspector visits the site without clear markings, you will be charged an additional Inspection Fee.

Yes/No

What type of Vehicle Crossings and how many are you applying for?

Vehicle Crossings			Fees (Office Use Only)			
Usage	Qty	Length (m)	Application			Total
Residential; Commercial; & Industrial Lots		metres				
Residential; Commercial; & Industrial Lots		_____ m				
Total Payable						

Inv:	Rec:	Date Paid	
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Conditions and Limitations:

1. Unless stated otherwise, all services constructed in the road reserve become the property of the Ashburton District Council.
2. No works may be undertaken in a road reserve or on Council infrastructure without written approval from the Ashburton District Council.
3. To avoid incorrect placement, the position of the service is required to be shown by clear paint marks on the kerb or by a painted and marked stake in the ground. In submitting this application you confirm that this has been completed.
4. Where alterations are required to stormwater pipes or other on street facilities (e.g. manhole tops, poles, trees, etc.), the owner is to meet the cost of the required alterations.
5. Council reserves the right to amend this application in consultation with the applicant.
6. A Corridor Access Request (CAR) is required as the Road Corridor will be impacted. CAR must be approved by council before work can begin (Contractor to Arrange)
7. The contractor shall provide and maintain all necessary signs for the temporary control of traffic during the work. Signage shall be in accordance with Code of Practice for Temporary Traffic Management. Particular attention shall be paid to provisions for pedestrians.
8. Old or redundant vehicle crossings must be reinstated (the kerb, berm and footpath to match existing) at the time the new vehicle crossing is constructed
9. If, as result of the contractors operations, any element of the street is damaged the Council will require repairs to be carried out at the contractors expense. All loose material and trip hazards must be removed from the footpath before the contractor leaves the site.
10. In the event that a contractor constructs an entrance not meeting the Ashburton District Council’s construction standard specifications or the Ashburton District Plan, Council may have the entrance re-constructed at the contractor’s expense.

Signature and Date

I have read and understand the conditions and limitations of this application:

		/ /
(signature of applicant)	(full name of person signing)	(date)

<i>Related Application #s (Office Use)</i>	
<i>Building Consent</i>	
<i>Service Connections</i>	