

Vehicle Crossing Application Form

The application must include **all** the required information in order to avoid a delay in the processing of your application.

Submission of this application does not grant permission for the work to commence. When Council has approved your application, a permit will be granted for the work to commence.

Section 1: Applicants Details (circle where applicable)			
Surname:		Given name(s):	
Surname:		Given name(s):	
Company name:			
Contact person:			
Postal address:			
Home phone:		Mobile:	
Email address:			
Preferred contact method:	Email	Phone	Post

Section 2: Location, Contractor and CAR Details (circle where applicable)	
Site address:	
Legal description of property ¹ :	
Property number ¹ :	
Existing crossing:	Yes No
Type of works:	New Extension Seal existing
Kerb and channel?	Yes No
Vehicle use:	Cars Heavy vehicles Other: (please specify)
ADC approved contractor (if known) ² :	

1. Legal description and property number can be found on the rates demand for the property.
2. If this field is filled out, Council assumes the applicant has corresponded and confirmed engagement with their selected ADC approved contractor regarding this application.

Section 3: Sketch Plan

Please sketch a plan of the site including the required vehicle crossing and any other key features

Section 4: Physical Site Markings in Place

I confirm that the required position for the proposed 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

Section 5: Conditions and Limitations

1. Unless stated otherwise, all services constructed in the road reserve become the property of the Ashburton District Council.
2. The work must be undertaken by an Ashburton District Council approved contractor.
3. No works may be undertaken in a road reserve or on Council infrastructure without written approval from the Ashburton District Council.
4. 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.

- 5. Where alterations are required to storm-water pipes or other on street services (e.g. manhole covers, poles, trees, etc.), the applicant is to meet the cost of the required alterations.
- 6. Council reserves the right to amend this application in consultation with the applicant.
- 7. 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.

Section 6: **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>	

Flow Diagram/Sequence of Events

If you have any questions regarding this application please contact Council on 03 307 7700 or at applications@adc.govt.nz

