



Vehicle Crossing Permit Application Form

1. Applicant Details

Applicant's Name/s:	
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The applicant must be the owner of the land, or the leaseholder, or a person who has agreed either conditionally or unconditionally to purchase the land or any leasehold.

Mailing Address:	
Phone Number/s:	
Email Address:	
Site Location Address:	
Legal Description:	
Valuation Number:	
District Plan Zone:	
Agent's Name, Mailing Address & Contact Details if applicable:	
Name, Mailing Address & Contact Details of Person/Contractor constructing the vehicle crossing:	

2. Vehicle Crossing Information Required

Road Name:		
<input type="checkbox"/> Urban	<input type="checkbox"/> Rural	Legal Speed Limit:
<input type="checkbox"/> Sealed with kerb & Channel	<input type="checkbox"/> Sealed with no kerb & Channel	<input type="checkbox"/> Metalled <i>(only applicable to unsealed roads)</i>
Existing Footpath on same side of road?	<input type="checkbox"/> Yes <input type="checkbox"/> No If yes, describe surface (e.g. concrete / chip seal / metal):	

Intended Vehicle Crossing Use:

<input type="checkbox"/> Residential	<input type="checkbox"/> Farm	<input type="checkbox"/> Commercial
<input type="checkbox"/> Other (<i>Please specify</i>)		
Number of properties served by crossing: If more than one, provide legal descriptions of other properties.		
Include a site plan showing location of proposed vehicle crossing in relation to property, legal boundaries, and easements (if any) and any adjacent vehicle crossings or road intersections. Show stormwater drainage paths along the road and to or from the property at the proposed vehicle crossing.		
Is there already an existing crossing provided for the property? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, then clearly identify the existing crossing on the site plan and advise whether it is to be removed or retained.		

Type of Crossing Proposed (see attached)

FNDC/S/2 Residential & Commercial (kerbed roads)	Single	<input type="checkbox"/>	Double	<input type="checkbox"/>
FNDC/S/6 Residential vehicle crossings (unkerbed roads)	Single	<input type="checkbox"/>	Double	<input type="checkbox"/>
FNDC/S/6B Domestic Crossing Layout (rural or unkerbed road)	Single	<input type="checkbox"/>	Double	<input type="checkbox"/>
FNDC/S/6D Farm/Commercial crossing layout	Single	<input type="checkbox"/>	Double	<input type="checkbox"/>
Is a temporary crossing required?	<input type="checkbox"/> Yes <input type="checkbox"/> No If yes, please clearly identify the location of the temporary crossing on the site map and include proposal for reinstatement.			

Other Considerations:

Will all vehicle movements comply with District Plan Rule 15.1.6A.3.1?	<input type="checkbox"/> Yes <input type="checkbox"/> No If not, has a resource consent been applied for? <input type="checkbox"/> Yes <input type="checkbox"/> No RC Number:
Is it necessary to construct the crossing over an adjacent property?	<input type="checkbox"/> Yes <input type="checkbox"/> No If yes, then written approval from the affected landowner(s) is required.
Is this Vehicle Crossing application linked to a resource consent? <i>(If the vehicle crossing is a condition of the Resource Consent and does not specify making an application for a vehicle crossing, then this form is not required.)</i>	<input type="checkbox"/> Yes <input type="checkbox"/> No Resource consent number: <i>(attach copy)</i>

3. Checklist (please tick the box if information is provided)

Does the application include all details and drawings requested above?	<input type="checkbox"/> Yes (must be included)
Does the application include the appropriate fee? Fee schedule shown below	<input type="checkbox"/> Yes (must be included)
Current Record of Title including Title Plan (Less than 6 months old)	<input type="checkbox"/> Yes (must be included)

Vehicle Crossing Fee Schedule 2022-23:

Vehicle crossing application and vehicle crossing inspection fees <i>(includes one site visit fee, and final inspection fee – if further visits are required, each visit will be charged to your final account)</i>	\$410.00
Vehicle crossing inspection fee	\$175.00
Re-application fee for expired permits	\$74.00

4. Applicants Payment/Signature

Method of payment:	<input type="checkbox"/> Bank Deposit <input type="checkbox"/> Eftpos <i>(Office to fill in below)</i> Reference if Bank Deposit:
Amount Paid:	
Date Paid:	
Name (please print): <input type="checkbox"/> Applicant <input type="checkbox"/> Agent	
Signature:	
Date:	
Send correspondence to:	<input type="checkbox"/> Applicant <input type="checkbox"/> Agent

Office Use Only

Receipt Number:	
Date:	
Application Number:	