

# Vehicle Crossing Application and Street Damage Deposit

**Send to:** The Chief Executive  
Waitakere City Council  
Private Bag 93109  
Henderson  
WAITAKERE 0650

**For more information:** Waitakere Central  
Civic Centre, 6 Henderson Valley Road  
Henderson  
Telephone (09) 839 0400  
Facsimile (09) 836 8001



<p>Property owner's name: _____</p> <p>Address: _____</p> <p>Phone number: _____</p> <hr/> <p>Applicants name: _____</p> <p>Address: _____</p> <p>Phone: _____ Mobile: _____</p> <p>Fax: _____</p> <hr/> <p><b>Project Location</b></p> <p>Address: _____</p> <p>Suburb: _____</p> <p>Lot No: _____ DP No: _____</p> <hr/> <p>Project type. Circle on or more as required:          Vehicle Crossing      Building      Subdivision</p> <hr/> <p><b>Vehicle Crossing Information</b></p> <p><b>Note:</b> Every property is required to have a complying vehicle crossing. Please answer every question.</p> <p>A vehicle crossing is / is not in place. Crossing is Council certified. Yes / No / Unknown.</p> <p><b>The road is:</b> <input type="checkbox"/> Kerbed &amp; channelled      <input type="checkbox"/> Unkerbed</p> <p><b>Property:</b> <input type="checkbox"/> Meets the road boundary      <input type="checkbox"/> is on a....unit access</p> <p>I intend to build a vehicle crossing to the following grade:</p> <p><b>Grade:</b> <input type="checkbox"/> Residential      <input type="checkbox"/> Light Commercial      <input type="checkbox"/> Commercial</p> <p>Note: Residential crossings serving 5 or more units, require a light commercial grade.</p> <p><b>A vehicle crossing complying with Council Standard will be in place at the completion of the work, as per conditions 2 &amp; 3 below.</b></p> <p>Resource consent/R &amp; T application. (see condition 3 below)</p> <p><input type="checkbox"/> Has been made      <input type="checkbox"/> Has not been made</p>	<p><b>FEE &amp; DEPOSIT DETAILS</b></p> <p><b>See attached Bond and Fees Schedule</b></p> <p><b>Street Damage Inspection (tick if required)</b></p> <p>Preliminary street inspection required (optional) <input type="checkbox"/></p> <p>(If not requested the applicant shall be deemed to have accepted that the road, footpath &amp; berm are in good condition at commencement of works.)</p> <p><b>Vehicle Crossing Inspection (tick if required)</b></p> <p>Boxing check / pre-seal inspection <input type="checkbox"/></p> <p>(After boxing is completed, scoria compacted, cut off drains and reinforcing are in place or metal shaped and compacted sealed crossings.)</p> <p><b>Final Inspection (mandatory)</b></p> <p>(A final inspection is required regardless of whether or not a deposit is lodged. Any additional re-inspections required at either the boxing or final inspection shall be at the applicants' cost.)</p> <p>Final Inspection <input type="checkbox"/></p> <p>(After construction joints cut, topsoiling &amp; street damage reinstated.)</p> <p>Receipt No: _____</p>
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## To Book All Inspections

**Please phone 836 8000, extension 8308 or 8725 giving a minimum of one full working days notice. Bookings close at 3.00 pm.**

**Conditions Please read carefully.**

Note: Every property is required to have a complying vehicle crossing.  
Under the local Government Act and Council Bylaw No.22, "Use of Public Roads" Council may grant permission for works to make use of the road reserve for site access subject to:

1. Lodging of a Street Damage Deposit and payment of the relevant inspection fee.
2. The applicant obtaining a copy of Council's vehicle crossing standards appropriate to the road type and the extent of the work being done, and on completion of the work, each property involved being serviced by a vehicle crossing which extends from the road edge to the property boundary and has been either installed or upgraded to meet those standards, including requirements for visibility, drainage control, safety platform and surfacing. All crossings are to have the appropriate inspections.
3. The obtaining of a Resource Consent or Roading and Traffic Approval as detailed in "Vehicle Crossing notes & specifications" for any crossing not complying with Council's "Code of Practice" and for those encroaching on a parking bay by more than 1 metre.
4. All proposed excavations over 250mm having the depth and location of services confirmed by hand digging prior to excavation. Any repairs to services will be at the applicants expense.
5. The applicant taking all steps necessary to avoid damage to the street, footpath or berm and any such damage being reinstated to the satisfaction of Council.
6. The frontage and footpath of each property being kept to a reasonable safety standard during the works. This may require the building of a temporary crossing.
7. Apart from 8 below, unless a "Bond transfer" form has been filled in, Council will only make refunds in the name of the payer recorded on the receipt. Transfer form attached.....(Unmarked="no")
8. In the event of the property changing ownership before the above works are completed, Council may refund all deposits to the current owner at the time of final clearance.
9. Any additional work undertaken by Council, eg extra inspections or safety work, may be added from the refundable Street Damage Deposit.

**I have read the above conditions and those overleaf. I agree to abide by them and those contained in Council's "Code of Practice" and "Vehicle Crossing Notes and Specifications".**

Property Owner's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

# Street Damage and Vehicle Crossing Information Sheet

## Street Damage Deposits

If street damage becomes evident as a result of development works then Council shall give notice to the applicant to repair within specified time. Should the repairs not be completed by the specified date, then Council may utilise the deposit held to arrange completion of the works.

Street damage shall include uncompleted crossings and damage to surfaces, structures, underground services and trees within the road reserve boundaries. It also includes the depositing of any mud or debris on the road carriageway.

If pre-start inspection is not requested it is deemed that the road, berm and footpath are in good condition at the commencement of works. Alternatively the applicant may produce clear, photographic or video evidence of pre-start damage and present this with the application.

## Vehicle Crossings

The "vehicle crossing" is that part of the driveway that is build on the road reserve i.e. between the edge of the carriageway and the property boundary. Under the Local Government Act, each property owner is required to supply a vehicle crossing as a part of developing the site and Council is required to set standards for these crossings. A copy of the appropriate specifications for use in constructing vehicle crossings is available with this application at no charge.

### Sites Requiring Standard Crossings

Most vehicle crossings are fairly straight forward. Where a crossing is generally flat with good visibility, all that is required is the application overleaf and bookings for the boxing and final checks at the appropriate times.

### Sites Requiring Non Standard Crossings

Safe and convenient access is a benefit to both the property occupant and the general public. For sites which rise or fall steeply from the road or have restricted visibility, the construction of a crossing can be a difficult and critical part of the site development. Where and of the following occur, a full Resource Consent application is indicated:

- Grade is steeper than 1 in 5
- Traffic visibility is limited (Design table is available on request)
- Maximum vehicle crossing profile (See attached to specifications) cannot be achieved
- A retaining wall is required as part of the vehicle crossing development
- Earthworks greater than 30 cubic meters are required (depending on natural area classification)
- Proposed layout includes crossing neighbours' frontage

If the proposed vehicle crossing has any of the above characteristics and a Resource Consent is not obtained, the matter may have to be remedied at a later date. This could involve considerable expense and may hinder later sale of the property. To keep delays to a minimum, it is advisable to make Resource Consent applications as early as possible. A copy of the Vehicle Crossing Application form should be lodged with any Building Consent Application.

### Construction Standards

Standard details are available for various types of construction. These include:

- Residential up to 4 units (kerbed road)\*
- Residential (unkerbed roads)
- Light commercial (over 4 residential units, schools, halls, churches, public buildings)\*
- Heavy commercial

**\* A supplementary design for high speed/volume roads is included with the specifications. Please ensure that you receive a copy of the specifications relevant to your site usage.**

**Should you require further clarification, phone 839 0400**