

District Office
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Ngaruawahia 3742

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www.waikatodistrict.govt.nz

Application for Vehicle Entranceway

APPLICANT

Full name: **Name Number:**

Property address
(in application): **Property Number:**

Postal address:
(return correspondence with post code)

Email: **Phone** (day) (mob)

Payment of \$250 to be sent with application

Application will commence once payment is received. For payment options please visit <https://www.waikatodistrict.govt.nz/pay-it>
If no payment is received a letter and invoice will be sent to you requesting payment within 14 days.
If you do not make payment within this timeframe your application will be returned to you in full.

ENTRANCEWAY INFORMATION

- Proposal: New Off the right of way (PVT) *No application needed* On Council road Upgrade Relocation
 Urban subdivision (LDE's) Rural subdivision (LDE's) *See consent notice or condition*
- Type: Urban residential Rural residential Paddock Paper road (not maintained)
 Urban commercial Rural commercial
- Surface type: Sealed asphalt/concrete urban Sealed 2 coat/seal rural

- Apply for Corridor Access Request (CAR) and approved Traffic Management Plan (TMP) before construction starts.
- Apply online through either www.beforeyoudig.co.nz or www.submitica.co.nz to lodge your application.
- Contact all service providers and www.beforeyoudig.co.nz for information on services.
- Information on CAR/TMP process, email tmc@waikatoalliance.co.nz

Once the new entranceway is built, will the existing entrance be permanently closed? YES NO

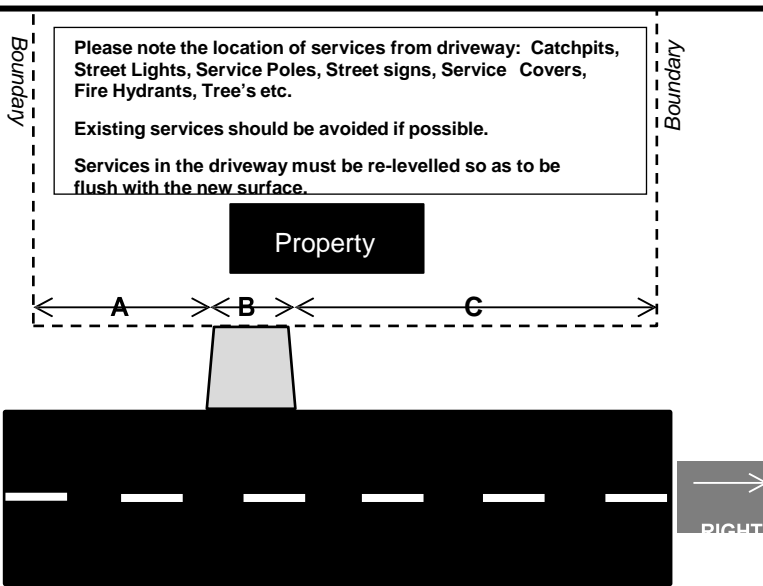
Reason for entranceway: (e.g. new dwelling, better access)

Attach site plans/sketches of the property and the proposed entranceway position. YES NO

Please note the location of services from driveway: Catchpits, Street Lights, Service Poles, Street signs, Service Covers, Fire Hydrants, Tree's etc.

Existing services should be avoided if possible.

Services in the driveway must be re-levelled so as to be flush with the new surface.



To the left is a generic drawing of a property with an entranceway to the road.

Provide the following information for **your** new entranceway:

A = _____ meters

B = _____ meters

C = _____ meters

Closest intersection to the **right**: _____

Closest intersection to the **left**: _____

APPLICANT'S SIGNATURE

Do you require a Tax Invoice? YES NO

Signature: Date:

Vehicle Crossing Plan Information Guide Entranceway's: As per Hamilton City Council Infrastructure Technical Specifications (RITS), Section 3, Transportation.

Vehicle Crossing **Urban Residential – D3.3.1 and D3.3.5.** Width – 3000 min/5500m max.

Vehicle Crossing **Urban Commercial / Industrial D3.3.1 and D3.3.5** – Width – 5000 min/7500m max.

Vehicle Crossing Entranceway **Rural – Heavy Commercial = D3.3.4 & D3.3.5**
 > than 20ha. Driveway 4.5m; Gate 4.5m; Edge seal - Gate 22m; Road edge seal width = 34.5m.

Vehicle Crossing Entranceway **Rural – Light Commercial = D3.3.4 & D3.3.5**
 2 - 20ha. Driveway 4m; Gate 4m; Edge seal - Gate 12m; Road edge seal width = 22m.

Vehicle Crossing Entranceway **Rural – Rural Standard Residential = D3.3.4 & D3.3.5**
 < Less than 2ha. Driveway-3.0m; Gate 3m; Edge seal – Gate 8m; Road edge seal width= 12.0m.

Vehicle Crossing Compliance Information Guide: As per Hamilton City Council (ITS), Section 3, Transportation. (D3.1.3)
 Distance from the edge of the vehicle entranceway's edge of concrete or seal and any Council assets shall be as follows:

- 0.5m from the edge of a stormwater cesspit cover / grate.
- 0.5m from urban Mains boxes of Electricity, Water, Telecom / Fiber.
- 0.5m from Manhole covers, Services pole, street sign.
- 2.0m from a street light or power pole.
- 3.0m from the stem/dripline of any street tree.
- 5.0m from the edge of a demarcated bus stop.
- Boundary Services 0.5m-4.5m – Power/ Gas/ Telecom/ Water; or shared in one trench.

FOR OFFICE USE ONLY

ENGINEER'S NOTES

LHS		RHS		SEPARATION	
Distance (m)	Speed (km/hr)	Distance (m)	Speed (km/hr)	LHS (m)	RHS (m)

Inspection Date: _____ Application approved? YES NO

SIGNED: _____ Roading Corridor Engineer

CUSTOMER DELIVERY'S NOTES

How was it received?	<input type="checkbox"/> Mail	<input type="checkbox"/> Counter	Site received: _____
Received with payment?	<input type="checkbox"/> YES	<input type="checkbox"/> NO	Date payment received: _____
Letter/Invoice Generated?	<input type="checkbox"/> YES	<input type="checkbox"/> N/A	RDG No: _____
Online payment?	<input type="checkbox"/> YES	<input type="checkbox"/> N/A	Receipt No: _____
Scanned to ECM?	<input type="checkbox"/> YES	<input type="checkbox"/> NO	Document ID No: _____
Building Consent attached?	<input type="checkbox"/> YES	<input type="checkbox"/> N/A	Building Consent No: _____
Assigned to Engineer?	<input type="checkbox"/> YES	<input type="checkbox"/> NO	Completed by: _____