

Vehicle access application

Under Part 5/16, Wellington City Consolidated Bylaw 2008

Send or deliver your application to Building Consents & Licensing Services, PO Box 2199, 101 Wakefield Street, Wellington. For enquiries, phone 801 3542 or fax 801 3100.

SR _____

Customer ID No. _____

This application is for a

driveway

kerb crossing

car pad

Type of crossing

residential

heavy duty

not applicable

Applicant's details

Name _____

Address _____

Phone (day) _____ Mobile _____ Fax _____

Email _____ Signature _____ Date _____

Owner's details

(if different from above)

Name _____

Address _____

Phone (day) _____ Mobile _____

Email _____ Fax _____

Location

Street address _____

Legal description _____ Property link number _____

Current certificate/s of title for property/properties (no older than three months)

Construction details

Sketch plan and longitudinal section included (two copies required)

Typical cross section

General description of work _____

Width of kerb crossing _____ m Width of drive _____ m length of drive _____ m

Number of crossings _____ Number of properties being serviced _____

Pedestrian access provided

Neighbours' written agreement, or summary of discussion with neighbours

A4 aerial photograph

Stormwater control

Privacy information

The information you have provided on this form is required so that your application to construct a driveway or kerb crossing can be processed under Council bylaws, and so that statistics can be collected by Building Consents & Licensing Services, Wellington City Council. The information will be stored on a public register and held by Building Consents and Licensing Services.

Under the Privacy Act 1993, you have the right to see and correct personal information.

Information required by the Council

You will need to provide the following documents with your application:

Vehicle access plan/s (1:100/1:200) showing:

- location and extent of driveway relative to existing legal boundaries of the site, public footpath/roadway and, where relevant, other features (eg house, wall, fence, tree)
- long-section (1:100) showing proposed levels and gradients along the centreline (on wide or tight-turning accesses, three long-sections along left, centre and right are required)
- details of proposed kerb crossing required (length and location), and specifications
- proposed surface, drainage works, and safety barriers where applicable
- written agreement from neighbours or a summary of discussions with neighbours, if required.

Information for applicants

Pedestrian access:

- Separate pedestrian access is required if the driveway is servicing five or more residential dwellings.

Consultation with neighbours is required when vehicle access:

- crosses the road frontage of neighbouring properties / uses an existing public or shared footpath or driveway.

Vehicle turning area is required when:

- sight distance at road junction is limited / driveway is serving five or more residential units.

Stormwater control is required when:

- surfaced area exceeds 30 square metres.

Passing bays are required:

- at suitable locations not exceeding 50 metres.