

Application for Stock Underpass

Installation /Subsidy

Project Information Memorandum /Building Consent

OFFICE USE ONLY Property 1 ID: Road Number:	Application Number: Property 2 ID: File No. STU:
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The notes on page 4 will clarify the information needed.

1 OWNER (Please print name in full)

Name:

Postal address:

Phone:

Mobile:

Fax:

2 CONTACT (If not owner)

Name:

Postal address:

Phone:

Mobile:

Fax:

3 LEGAL DESCRIPTION Property 1

Lot

DPS

Valuation Roll Number:

3 LEGAL DESCRIPTION Property 2

Lot

DPS

Valuation Roll Number:

PROJECT

Nature of ground is * peat

* clay

* sand

* other.....

4 PROJECT

Total value of underpass construction (including GST)

\$.....

If project is on State Highway, give NZ Transport Agency reference:

SH / U /

5 UNDERPASS INFORMATION Include **RAPID** number in the underpass address

Underpass address: Road Town/District:

Crossing point ismetres N/S/E/W of the intersection with Road

Length of underpass ismetres Road seal widthmetres

6 Minimum clear zone ismetres

Underpass will be – Rectangular Square Circular Other (specify)

Underpass dimensions will bem bym; orm diameter

Proposed construction start date:

Intended life of underpass: Indefinite, but not less than 50 years

DECLARATION

I understand that I am responsible for the installation and maintenance of the underpass and shall pay any costs required to satisfy the conditions given for this approval in accordance with Council's Stock Underpass Policy.

Signed by the owner

Print name Signed Dated

Please supply these details, including registration number and means of contact.

CHARTERED ENGINEER (Design)

NAME: Registration No.

ADDRESS: Phone/Mobile:

ENGINEER (Contract supervision)

NAME: Registration No.

ADDRESS: Phone/Mobile:

CONTRACTOR

NAME: Phone:

ADDRESS: Mobile:

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OTHER APPROVALS

Have you contacted Waikato Regional Council regarding any effluent disposal requirements? **YES / NO**

Do you require a permit from Waikato Regional Council for discharge of stormwater from the underpass? **YES / NO**

If **YES** – State the permit reference number:

CONDITIONS

Stock underpasses will be approved subject to complete compliance with the following conditions:

- 1 The underpass structure remains on road reserve at Council's pleasure and must be removed or relocated at the property owner's expense if required by Council at any time in the future.
- 2 A memorandum of encumbrance recording the covenants the owner has entered into in Council's favour shall be executed and registered against the title, at the property owner's expense.
- 3 The structure is to be assembled and installed according to the manufacturer's specification, under the supervision of a registered engineer. A producer statement PS4, Construction Review, from the engineer is required on completion, together with as-built plans showing any variations to the original design. (Refer HCC Development Manual – Vol 1, Part 2, Clause 2.4.3)
- 4 Reinstatement of the pavement, road markings, and signs shall be to National Code of Practice for Utility Operators access to Transport Corridors, Section 5.6 Surface Layer Reinstatement as amended by the Special Local Conditions for Waikato District Council. (Refer HCC Development Manual – Vol 5, Waikato Addendum)
- 5 The cost of any pavement maintenance required due to settlement of the underpass will be the responsibility of the property owner for the first 12 months after installation.
- 6 The property owner remains responsible for the structural integrity of the underpass and any damage which it may cause to public utilities or the road pavement.
- 7 Council will arrange for a structural inspection of the underpass at two-year intervals, for which an inspection fee will be payable by the owner. The cost of any remedial work identified must be completed by the owner within one year.

SUBSIDY

The Waikato District Council will provide a subsidy subject to confirmation of compliance with Condition 2 above and evidence that a Code Compliance Certificate for the construction has been obtained. This information must be submitted within three months of the issue date of the Building Consent.

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The figures in Note 8 (page 4) are current Council policy for subsidy, which is based on average daily traffic usage of the road. Please check with the Permits and Bylaws Co-ordinator for the actual amount applicable for your application. Funding is allocated on a yearly basis and is paid out in the order in which applications are received. Should funds for the current year be exhausted then those not paid in the current year will be paid first in the next financial year.

Checklist for stock underpass applications

- ◆ You may wish to talk to the Permits and Bylaws Co-ordinator first, to ensure you understand the Council's requirements for stock underpasses. You also need to find out if there are any people from whom you must get written approval for your project.
- ◆ Please answer all of the following questions and ensure you are supplying all the information and documents requested.

	YES <input checked="" type="checkbox"/>	N/A <input checked="" type="checkbox"/>	OFFICE USE
1 DOCUMENTS REQUIRED TO ACCOMPANY APPLICATION			
◆ This application form, fully completed	<input type="checkbox"/>		<input type="checkbox"/>
◆ A recent copy of the Certificate of Title for each property serviced by the underpass. The Certificates of Title are to be not more than two months old and are obtainable from Land Information New Zealand.	<input type="checkbox"/>		<input type="checkbox"/>
◆ 3 copies of the plans and specifications for the construction of the underpass.	<input type="checkbox"/>		<input type="checkbox"/>
◆ 3 copies of a producer statement PSI - Design from a chartered engineer for the design of the underpass. The PSI is to cover all aspects of the underpass design.	<input type="checkbox"/>		<input type="checkbox"/>
◆ A soil or geotechnical report giving evidence that the underpass sub-base is sufficient to support the structure.	<input type="checkbox"/>		<input type="checkbox"/>
◆ A traffic management plan covering the full extent of the works and completed by a qualified Site Traffic Management Supervisor. <i>(Advertising of any required road closure will be at the applicant's cost.)</i>	<input type="checkbox"/>		<input type="checkbox"/>
◆ A Corridor Access Request	<input type="checkbox"/>		<input type="checkbox"/>
◆ Fees payable for the application (refer current WDC Fees and Charges).	<input type="checkbox"/>		<input type="checkbox"/>
2 DETAILS TO BE INCLUDED WITH PLAN AND SPECIFICATIONS			
◆ A locality plan showing the distance from the centre of the nearest intersection to the underpass location.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
◆ A specification for the manufacture of the precast units and their installation.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
◆ A3 plans to scale with dimensions of the underpass and showing the approach races, the location of legal road boundaries, existing fences, buildings that may be affected, power-poles and other road furniture.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
◆ The location of existing and proposed culverts, watertables, drainage channels or watercourses and how roadside drainage will be handled during and after construction.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
◆ The gradients of approach races, location of the top and bottom of any batters and their gradients and how slopes are to be retained.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
◆ Details of the underpass railings and fixing to the underpass structure and the fencing to approach embankments.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
◆ Details of the drainage system for disposal of stormwater from the underpass including any pumping system proposed to be used.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
◆ Details of the reinstatement of the road and the final pavement layers and the name of the contractor who will be doing the work.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
◆ The location of existing services in the road reserve and any easements within the property that may be affected by the location of the underpass.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
INFORMATION REQUIRED ON COMPLETION OF THE UNDERPASS			
◆ A Producer Statement, PS4 - Construction Review from a registered engineer, for the construction of the underpass. Results of soil tests on the base under the underpass should be included along with as-built plans if there were any variations to the design plans submitted with the building consent application. (Refer HCC Development Manual – Vol 1, Part 2, Clause 2.4.3)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

OFFICE USE ONLY	
FEE PAYABLE ON APPLICATION	
Underpass application <i>(includes PIM)</i>	\$
Date received:	
Receipt number:	
Received by:	
FEES PAYABLE ON APPROVAL	
BRANZ levy	\$
DBH levy	\$
Certificate/s of Title?	\$
Accreditation	\$
TOTAL	\$
Date received:	
Receipt number:	
Received by:	

APPROVED	Building Officer	Date
Engineer Comments	Proposed usage acceptable? YES / NO	
	Proposed dimensions acceptable? YES / NO	
	Distance to intersecting road	
	Average daily traffic	
	Available subsidy \$	
	Road closure required during construction? YES / NO	
	Installation approved on date	
The stock underpass application is approved subject to complete compliance with Council's Policy conditions 1 – 7 as detailed on page 2.		
GENERAL MANAGER ROADING AND PROJECTS		
Per		

Local Offices			
Ngaruawahia District Office 15 Galileo Street Phone: 07 824 8633 Fax: 07 824 8091 Call Free: 0800 492 452 Hours: Monday – Thursday 8.00am – 5.00pm Friday 9.00am – 5.00pm	Huntly Area Office 142 Main Street Phone: 0800 492 452 Fax: 07 828 7035 Hours: 8.30am – 5.00pm	Raglan Area Office 7 Bow Street Phone: 07 825 8129 Fax: 07 825 7054 Hours: 8.30am – 5.00pm	Tuakau Area Office 2 Dominion Road Phone: 0800 492 452 Hours: 8.30am – 5.00pm

Notes

NOTE ① For the purposes of this application the owner of the land is:

- ◆ The owner of the fee simple of the land; OR
- ◆ Any person who has an unconditional agreement in writing to purchase the land.

NOTE ② The contact person may be your contractor or other agent. Provide the contact person's name, address and other particulars so that we may address all verbal or written correspondence to this person. Only complete this section if the owner is not the contact.

NOTE ③ The legal description is the Lot and Deposited Plan number of the land. You can get this information from the rates assessment notice or the certificate of title. The Valuation Roll Number can be found on the rates assessment also. If you cannot obtain the information from these sources we may be able to help you. **Supply the legal description for each property that the underpass will be connecting.**

NOTE ④ Give the full retail value of the underpass construction.

NOTE ⑤ Give the road address of the principal property the underpass is connecting. If the underpass crosses an intersection give the names of each road involved.

NOTE ⑥ The underpass length must allow for the appropriate carriageway width plus a minimum clear zone, depending on current and projected average daily traffic (ADT) counts. These requirements are as follows:

ADT	Carriageway width	Clear Zone (each side)	Minimum length of underpass	ADT	Carriageway width	Clear Zone (each side)	Minimum length of underpass
<500	6.0m	4m	14m	1000 -2500	7m	6m	19m
500-1000	6.5m	5m	16.5m	>2500	7m	7m	21m

A longer underpass will be required if it is to be installed on an angle or on a bend.

NOTE ⑦ Check with Waikato Regional Council – consents enquiries freephone 0800 800 401 – to confirm whether a discharge permit will be required.

NOTE ⑧ **Average Daily Traffic (ADT)**
Greater than 500
Less than 500

Total Subsidy
25% of total installation cost (including GST)
Calculated on a sliding scale based on percentage of ADT, for example:

- 400 vehicles per day 400/500 = 80% x 25% = 20% of total cost
- 200 vehicles per day 200/500 = 40% x 25% = 10% of total cost

WAIKATO DISTRICT COUNCIL, Private Bag 544, NGARUAWAHIA 3742
Telephone: 07 824 8633; Call Free: 0800 492 452; Facsimile: 07 824 8091