



RUAPEHU DISTRICT COUNCIL

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For Council Use

Application for Road Encroachment Licence to Occupy

Applicant Details

Applicant Name _____
Postal Address _____

Phone _____ Fax _____
Email _____
Signed _____ Date _____

Section A – Encroachment Particulars

I hereby make application for permission to encroach on road reserve and I supply the following particulars:

Name of Road _____
Locality _____
Name of Owner of Land _____
Valuation No _____
Section and Block No of Land (*from Rates Demand*) _____
Length of Fence _____
Type of Fence or Structure to be Erected _____
Reason for Encroachment _____

Section B – Additional Comments

Please draw a plan or attach additional papers showing the proposed new fenceline or structure. (Culvert numbers and RAPID numbers to be used as reference where possible.)

Section C – Certificate by Applicant

I hereby certify that the particulars above are correct and agree to:

- (a) Any fence erected on the road reserve will be appropriate to the type of stock to be farmed within the adjoining property and will be maintained in good order and repair as long as the fence encroachment applies
- (b) Remove the fence or other structure within 28 days from receipt of written notice.
- (c) Any fence erected on the road reserve will not be electrified or constructed using barbed wire.
- (d) Accept all liability for any losses incurred or damage done. Damage done to the fence or structure by any private person or private Contractor will be an issue between the licensee and the other party.
- (e) Be responsible for and take all necessary precautions to protect all road related infrastructure and utility services located either above or below ground within the area affected land by the encroachment licence.
- (f) Be responsible for maintaining at the licensee's sole cost, any road culvert outfall drain located within the land affected by the encroachment licence where that road culvert outfall is damaged by stock so as to ensure that the culvert outfall operated to its intended purpose.
- (g) Not to plant trees, ornamental shrubs, bushes or hedges on any part of the road reserve enclosed by you under this application.
- (h) Accept that material arising from road maintenance, such as overslip debris or watertable spoil may be disposed of on the area of road reserve defined by the encroachment licence and enclosed within the property boundary provided that reasonable care is taken by the Contractor to avoid damage to the fence.
- (i) A fence or structure will only be erected in a position agreed to by the Team Leader Land Transport or his representative.
- (j) If, on inspection by a Council Officer:
 - i the conditions of the licence are not being complied with, then the licensee will be given notice, in writing, allowing fourteen days within which to remedy the breach of agreement.
 - ii If no action is taken by the licensee to remedy the default within fourteen days then the fence will be removed at the licensee's expense.

Section D – Office Use Only

Certificate by Approving Officer

I hereby certify that I have inspected the site and have shown the applicant the extent to which the fence may encroach on the road reserve.

I also hereby certify that, in my opinion, the encroachment does not interfere with the normal use of the road.

Signed _____ Name _____
Designation _____ Date _____

Section E - Fees

Fee Payable (as per Fees and Charges Manual) \$ _____
Date Paid _____ GL Code 337536/1100
Receipt No _____