



**VEHICLE CROSSING APPLICATION**  
(where the crossing length is greater than 25% of frontage)

**Application Number: VCR**

**Date:**

Applicant Name:

Work No:

Home No:

Postal Address:

Site of Address:

Length of Frontage: m Proposed New Crossing: m

Existing crossing: m Total Crossing length: m

Proposed Contractor:

Agent:

**Signed or on behalf of Applicant:** ..... **Date:** / /

**Office Use Only**

**Recommendations:** As below

**Roading Condition:**

Dianne Tyssen  
for Engineering Services Group

**Date:**

Roading Manager: ..... **Date:** / /

**Approved / Not Approved**

Road Opening Notice/Traffic Management Plan: ..... **Date:** / /

Clegg Test completed: ..... **Date:** / /

Vehicle crossing completed: ..... **Date:** / /

# INVERCARGILL CITY COUNCIL

Application for a Permit for Vehicle Crossing Construction in Urban Areas (where the crossing length is greater than 25% of frontage)

Application Number:

## CONDITIONS

Council permits the installation of vehicle crossings in urban areas subject to the following conditions and requires the following to consider your application.

- The applicant shall provide, along with the application form, a sketch showing the position of the proposed vehicle crossing in relation to property boundaries.
- The siting must be approved by the Rooding Manager. No work within the road reserve is to commence until written approval is obtained from the Rooding Manager. Council policy is that no more than 25% of property frontage is allowable in vehicle crossing before dispensation is required from the Rooding Manager.
- Access gradients, available off-road standing area, and visibility of approaching traffic shall be adequate to allow safe entry and egress, and shall be as directed by Council's officers.
- The property owner is responsible for all costs involved in installing the vehicle crossing. Contractors that undertake the work shall comply with the Council's Traffic Management Policy and submit a Traffic Management Plan and Corridor Access Request (CAR) 15 working days prior to commencing work to the Corridor Manager [corridormanager@icc.govt.nz](mailto:corridormanager@icc.govt.nz). No work is to be undertaken until receipt of Works Access Permit (WAP). A works completion notice must be signed and returned to Council on completion of works.
- The vehicle crossing shall be constructed as per Council's standard drawings or as amended by Council's Officers. Notification of commencement and completion of the crossing shall be given to Council's Senior Engineering Officer for work inspection.
- Clegg testing is to be carried out on all vehicle crossing construction by contacting the Quality Assurance Officer on 03 211 1777 for the Clegg test prior to sealing. The Clegg test result required is 35 for the vehicle crossing and 30 for footpaths.
- Footpaths, vehicle crossings, and road frontages are to be inspected by Council's Rooding Department prior to commencement and after completion of the proposed site development and or demolition/removal for consent compliance.
- Footpath, vehicle crossings and road frontages must be protected from damage by covering with heavy timbers or similar. All sites must be safe for pedestrians and persons with disabilities. The consent holder, or their contractor, shall submit details of how they will protect Council assets
- Damaged footpaths, vehicle crossings and road frontages must be immediately reported to the Council Rooding Department and an agreed repair undertaken. The consent holder is liable and responsible for the contractors undertaking the work, including any damage caused to the footpath, road frontage or vehicle crossing. Any damage shall be repaired by an approved contractor to the satisfaction of the Council's Rooding Department.
- This application should be forwarded to the Engineering Services Group, Invercargill City Council, Private Bag 90104, Invercargill.

Should you have any further queries regarding this application, please contact the Council's Rooding Division, Works and Services Department, telephone 03 211 1777.

ATTACH SITE PLAN AND STATEMENT (Outlining why you require the extra length of crossing)