

# Vehicular Access Application

Building Consents & Licensing Services

## Under Part 17, Wellington City Consolidated Bylaw 1991

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       carpad

### Type of crossing

- residential       heavy duty       not applicable

### Applicant details

Name: .....

Address: .....

Phone (day): ..... Fax: .....

Signature: ..... Date: .....

### Owner details

(if different from above) Name: .....

Address: .....

Phone (day): ..... Cellphone: .....

Fax: .....

### Location

Street address: .....

Legal description: ..... Property link number: .....

Current certificate/s of title for property/ies

### Construction details

Sketch plan and longitudinal section included       Typical cross section

General description of work: .....

Width of drive: ..... m

Length of drive: ..... m

Number of crossings: .....

Number of properties being serviced: .....

Pedestrian access provided

Neighbour written approval

A4 aerial photograph (required)

Stormwater control

Obtainable from Customer Services, Building Consents & Licensing Services

See information requirements on reverse side

**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, 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 & Licensing Services.  
Under the Privacy Act 1993, you have the right to see and correct personal information Building Consents & Licensing Services holds about you.

# Information Requirements

## **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 (e.g. house, wall, fence, tree)
- details of proposed kerb crossing required (length and location), and specifications
- 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)
- proposed surface, drainage works, and safety barriers where applicable.

## **Pedestrian Access:**

- Separate pedestrian access is required if the driveway is servicing 5 or more residential dwellings.

## **Neighbours written approval 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 5 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.