

APPLICATION FOR PERMIT FOR TEMPORARY OCCUPANCY OF ROAD RESERVE, INCLUDING BERMS

INFORMATION

Permit No.

- Approval must be obtained before the placement of skips/container bins on road reserve – (For further information refer Info Sheet RTM-INFO-004)

Applicant

Please provide the following information so that if a problem arises we know exactly where the container/skip bin is..	
Name	
Contact Numbers (day)	(night)
Contact Numbers (mobile)	(email)
Location (Street Address) where bin will be placed	
Position in Road Reserve (Circle) Berm / Footpath / Carriageway	

Company/Provider

Contact Name	
Company	
Address	
Contact Numbers (day)	(night)
Contact Numbers (mobile)	(email)

Purpose

Please provide a general description of your proposed use e.g moving house, large domestic rubbish, demolition material etc.

Tick Box

Skip

Container

Description

Duration

We need to know you will be finished and the container /skip bin removed.

Note: This permit expires after 14 days

Start Date

End Date (**NOT to exceed 14 days**)

Safety requirements

Explain how you will minimise risks to other users of the road. The container/skip bin must not present a hazard to any other road or footpath user, including neighbour's driveways. Council will remove the container/skip bin at your cost if any inconvenience arises. Container/skip bin must be adequately marked during the hours of darkness. White marking and reflective markings are considered the absolute minimum. Illumination may be required. If other parties will be affected, you need to get their approval. Failure to do so may result in a complaint and Council will arrange to have the **container/skip bin removed at your cost.**

Checklist *(please tick)*

White Paint

Reflectors

Hazard tape

Hazard lights

Other (Specify)

Notes

Other Requirements/Conditions

You must agree to these terms before you have the container/skip bin placed.

- If no permit, Council has the power under Part 16, Traffic Bylaws to remove the bin and recover costs from you.
- Special Conditions

Acceptance by Applicant

This permit is not valid until approved by Council Officers. This permit should be held by the applicant and be available for inspection by Council officers upon request.

I agree to comply with the requirements if Hutt City Council Road and Traffic Division.

Applicant's Signature

Once application completed please email

Administration

Road and Traffic

email: Rebecca.Johnston@huttcity.govt.nz

email: ieshea.mcdonald@huttcity.govt.nz

For internal use

Permit Approved / Declined	Notes
Signed	
Date	

Data entry carried out by

Officer Name	Date
Copy to Parking Services	