

Engineering Plan Approval for Public Infrastructure Works

Application Form

Applicant Details

First name in full: _____

Middle name(s): _____

Surname: _____

For Office use only

Receipt No: _____

Application No: _____

Date lodged: _____

Date approved: _____

If applying on behalf of a company or trust, full company or trust name:

Street address: _____

Suburb: _____ Town or City: _____

Postal address (if different from above): _____

Phone (business): _____ (home): _____ (mobile): _____

Email: _____ Fax: _____

Note: It is the applicant who is liable for the payment of any processing fees. A trust will not be accepted as an applicant; if the trust wishes to apply for consent, it must be an application by the trustees (collectively unless the trust deed provides otherwise) and the application should state that they are applying as trustees. In the case of an unregistered company, please provide the name of a natural person. In the case of a registered company, the director's name and signature are required. Proof of identity (eg driver's licence or passport) may be required prior to acceptance of this application.

Project details

Street address (development site): _____

Subdivision or other consent number: _____

Legal description (as shown on certificate of title or rates notice, if any): _____

Brief description of works: (eg public stormwater extension)

These works are required as part of the following related application(s)

Please tick those relevant

Subdivision (including cross-lease and unit title consent number: _____ or attach a copy of consent conditions

Building consent number: _____

If a subdivision, state the number of units or lots that will be created and attach copy of consent: _____

Other: _____

Chartered professional engineer or licensed cadastral surveyor

Full name: _____ Registration number: _____

Firm: _____

Street address: _____

Phone (business): _____ (home): _____ (mobile): _____

Email: _____ Fax: _____

Note: The applicant will be sent a copy of any letters to an agent or consultant should their application need to be placed on hold.

Acceptance of responsibility

I declare the following (please tick):

I am a chartered professional engineer, NZCE Civil (REA) Engineer or licensed cadastral surveyor (delete as necessary)

I am familiar with the site and the design as shown on the application plans

I am aware of Papakura District Council’s standards for engineering works, as specified in its Development Code 2009 and confirm that the design is in accordance with these standards

I accept responsibility for taking all reasonable steps to ensure that the work is carried out to the relevant standards in accordance with the approved plans and conditions

I will provide, upon completion of these works, the documents as specified in the “As built” section of the Council’s Development Code 2009 and a certification of the materials, methods and construction details used, the tests which were carried out on these works, and a certified “As built” plan

I shall arrange and attend a pre-construction meeting with the Council’s Development Engineer prior to the commencement of the works and shall attend the necessary site meetings.

Signature: _____

Full name (print): _____ Date: _____

Site constraints

Please tick those relevant:

- Work within the road reserve
- Work near or under the drip and/or root zone of any tree or near any street tree
- Neighbouring properties (including those owned by the Council)
- Cultural heritage significance of the development site
- Work near other services
- Work near Watercare Services Ltd structures
- Work near buildings or structures

Attached information

The application must include the following items:

- Two sets of plans in format as specified in the Council's Development Code 2009
- Engineering standard details
- Supporting calculations or reports
- Confirmation of certification by a chartered professional engineer or licensed cadastral surveyor (as part of this form)
- Catchment plans (where appropriate, eg drainage, water mains)
- Any relevant correspondence between the Council and the applicant or their agent, regarding this work
- Deposit
- Sketch of proposed works on Council service plans (for developments less than 10 lots)

Please supply the following where relevant:

- Permission from affected land owners (including the Council) for work on their land
- Details of tree protection, arborist report or tree consent
- Details of other services
- Other approvals granted (eg Papakura District Council, Auckland Regional Council, Watercare Services Ltd, etc)

Payment details if other than to the applicant directly

It is the applicant who is liable for payment of any fees and charges. However, the Council can send invoices or payments to the applicant care of a third party.

Full name (print): _____

Postal address: _____

Phone (business): _____ (home): _____ (mobile): _____

Email: _____ Fax: _____

Signature: _____ Date: _____

Fees

- (a) A minimum fee deposit is required on lodgement of all applications; see Council's Fees and Charges Schedule.
- (b) Additional fees will be invoiced once the costs exceed the deposit.
- (c) Payment of all fees is required before the engineering approval will be released. Council reserves the right to not work on an application until the fees are paid.
- (d) The applicant shall further pay to Papakura District Council, all costs and expenses (including costs on a solicitor/client basis and debt collector's costs) incurred in the enforcing or attempting to enforce these terms and conditions or in seeking payment of all fees.
- (e) Where you fail to make payment of any amount on the due date, Papakura District Council may in addition require you to compensate it by making payment of interest as liquidated damages on the amount due from the due date for payment until the date of actual payment at a rate equal to the current overdraft interest rate Papakura District Council has with its principal registered bank.

Signature (agent)

Signature: _____

Name (print): _____ Date: _____

Status (relationship to the applicant): _____

Signature (applicant)

"By signing this section I (print name) _____ understand the ongoing requirement to have a chartered professional engineer or licensed cadastral surveyor oversee the construction phase in order to inspect and certify works and accept that "As built" documentation will need to be provided at the completion of the work."

Signature: _____

Name (print): _____ Date: _____

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