

Permit No. _____

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

(For container and skip bins that exceed 1.5m width and/or 3.0m length for placement within the Road Reserve boundaries (including berms) of Hutt City.

Notes: (1) Approval must be obtained before the placement of skips/container bins that exceed 1.5m width and/or 3.0m length) on road reserve –(For further information refer Info Sheet AM.SS16)

Applicant:	<i>Please provide the following information so that if a problem arises we know exactly where the container/skip bin is..</i>		
Name:	_____		
	Contact Numbers:	day _____	night _____
		Mobile _____	fax _____
Location: <i>where bin will be placed</i>	Address/House No.:	_____	
	Street Name:	_____	
	Position in Road Reserve:	(Circle) Berm / Footpath / Carriageway	

Company/ Provider:	Contact Name:	_____	
	Company :	_____	
	Address:	_____	
	Contact Numbers:	day _____	night _____
		Mobile _____	fax _____

Purpose:	<i>Please provide a general description of your proposed use e.g. moving house, large domestic rubbish, demolition material etc. Tick Box: Skip <input type="checkbox"/> Container <input type="checkbox"/></i>		
	Description:	_____	

Duration	<i>We need to know when you will be finished and the container/skip bin removed. Note: This permit expires after 14 days.</i>		
Start Date:	_____	End Date:	_____
			(NOT to exceed 14 days)

Safety requirements	<i>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.</i>		



Checklist:

Tick

- White paint
- Reflectors
- Hazard tape
- Hazard lights
- Other (Specify)

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 of Hutt City Council Utility Services.

Applicant's Signature: _____

Once application completed please fax/mail to:

*Administration
 Utility Services Division
 Hutt City Council, 30 Laings Road
 Private Bag 31 912, Lower Hutt
 Fax (04) 569 1625*

For internal use:

Permit Approved:/Declined:

Signed: _____ **Dated** _____

Notes:

Data Entry Carried out by:

_____ **Date:** _____

Copy to: Parking Enforcement