



1. Applicant details

1a. I am the Property owner Proceed to 3. Lessee Provide details below Agent authorised by the owner/lessee Provide details below

1b. Full name
First name(s) Surname

1c. Postal address (Include postcode)

1d. Contact details
Phone Mobile Fax

1e. Email

1f. Preferred means for formal correspondence Mail Email Fax

2. Property owner details

If different from applicant (above), enter details below

2a. Full name
First name(s) Surname

2b. Postal address (Include postcode)

2c. Contact details
Phone Mobile Fax

2d. Email

3. Project details

3a. Property address

3b. Legal description

3c. Name of reserve affected by development

3d. Associated building consent/subdivision/stormwater connection application number.

Please turn over

OFFICE USE ONLY

Date received	<input type="text"/>	Document #	<input type="text"/>	Application #	<input type="text"/>
Time received	<input type="text"/>	Property ID	<input type="text"/>	Receipt #	<input type="text"/>
Received by	<input type="text"/>	Land ID	<input type="text"/>	Amount paid	\$ <input type="text"/>

4. Supporting documentation

All applications must be accompanied by the following information. Complete the checklist, attach the necessary plans and submit them with this application.

- A copy of the current property title.
- A recent photo of the part of the reserve where the easement is to be created.
- A scale site plan of the proposed infrastructure/connection through Council-owned reserve land.
- A description of how the connection will be constructed.
- A description of what impacts the proposal may have on the reserve and how these impacts can be mitigated.
- Statement from a suitably qualified engineer outlining the other options that have been considered and why these options are not practical.

5. Applicant's declaration

The property owner must undertake to pay the costs associated with creating the easement.

All applications are subject to approval through a Council meeting.

The applicant must apply for privileged access to the reserve to conduct the work and therefore will be subject to the conditions which grant the privileged access agreement.

PRIVACY STATEMENT:

Information on this form is to be provided under the Acts, regulations and bylaws administered by the Council and is required to process your application. This information, including your personal information, has to be made available to the members of the public and media, including business organisations, upon request. In appropriate circumstances, it may also be made available to other units of the Council, the Council's approved contractors and other government agencies. Under the Privacy Act 1993, you have the right to access the personal information held about you by the Council and you can also request that the Council corrects any personal information it holds about you.

I confirm that I have read and understood the privacy statement above and that the information provided on the application form is true and correct. I further understand that all correspondence related to the application will be sent to me.

I agree to pay the non-refundable easements application fee to cover the cost of the initial consideration by the Council, together with reimbursement of the registered valuation, the Council's legal costs, and if the application is successful, payment of an easement fee as determined by the registered valuation.

Signature of applicant

Date