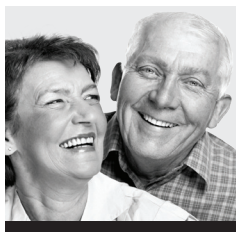
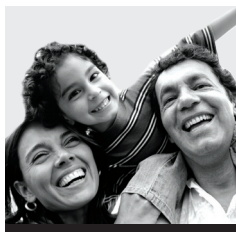


Stock underpasses



Waikato District Council's Livestock Movement Policy and Livestock Underpass Policy strongly support the installation of stock underpasses in order to address road safety and environmental issues. The Stock Movement Bylaw outlines the method used by Council in order to prioritise the conversion of existing at-level stock crossings to underpasses.



■ Ownership and responsibilities

The design and installation of an underpass is the responsibility of the adjacent property owner. Council can provide the property owner with names and contact details of suitable installation contractors if required.

Once built, the underpass remains the property of the land owner and it remains in the road reserve at Council's pleasure. This and other conditions are included in the Stock Underpass Application form.

☑ Consent and construction requirements

A stock underpass application must be submitted to and approved by the Council* before construction begins.

*Approximately four weeks.

The application must include the following documents:

- A fully completed Application For Stock Underpass form
- A copy of the certificate of title, no older than two months for each property serviced by the underpass
- Copies of the plans and specifications and the design review producer statements (PSI) for the underpass design
- A soil or geotechnical report on the underpass sub-base will be required prior to installation
- A traffic management plan including proposals for full or partial road closures
- Corridor Access Request form
- Fees payable for the application.

Site specific plans and specifications must include the following information:

- A locality diagram showing the location of the underpass in relation to the nearest intersection
- The dimensions of the underpass. Council requires a minimum underpass length of 14 metres, width of three metres and height of two metres. The length of the underpass will be determined by the average daily traffic count (ADT), width of seal, clear zone requirement and proposed angle of the underpass in the road. Anticipated future use of the road (more or less traffic) will also need to be taken into account
- The location of legal road boundaries, road fences, power poles, buildings and dwellings that may be affected by the proximity of the underpass, road furniture, nearby existing culverts, watertables and

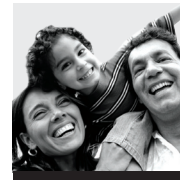
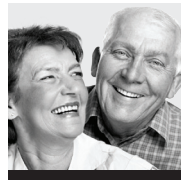
drains, services in the road reserve, and how roadside drainage will be handled

- The gradients of approach races and location of race fences, location of the top and bottom of batters, and details of any retaining structures
- How safety barriers are to be installed including a detailed diagram showing materials, dimensions and delineation. A white post and rail fence may be sufficient in some cases but a crash barrier is likely to be required near curves and on busy roads
- Details of the drainage system for disposal of stormwater from the underpass including any proposed pumping system
- How the road pavement is to be reinstated, and by whom
- The name of the person who will issue the producer statement for the construction, along with a brief description of his/her qualifications and experience. This will usually be a Registered Engineer supervising the works, but a suitably qualified person may be acceptable to the Council. On completion of the underpass, the person will submit a producer statement to the Council stating that the underpass has been constructed in accordance with the design and specifications approved by the Council.

The following fees will be payable:

- A Building Consent and Project Information Memorandum (PIM) fee and external BIA and BRANZ levies. Note: This fee is required with the application
- Cost of road closure advertisements, if applicable
- Legal fees relating to registration of an encumbrance on the property owner's certificate of title
- A Maintenance Inspection Fee
Please refer to our fees and charges – billed separately.

Stock underpasses



■ Legal requirements

The owner will be required to execute a Memorandum of Encumbrance, which records the covenants the owner has entered into in the Council's favour. The memorandum must be registered against the certificate of title of the land to be encumbered. The document will be prepared by the Council's solicitors at the owner's cost. An undertaking must be given by the owner's solicitors that the Memorandum of Encumbrance will be registered against the title as soon as practicable and a copy of the title showing the appropriate entry must be sent to the Council.

To complete the encumbrance document the following information is required:

- A copy of the relevant certificate of title
- The owner's solicitor's name and contact details.

■ Traffic control

The underpass contractor will be required to erect warning signs, barriers and traffic control in accordance with the NZTA Code of Practice for Temporary Traffic Control. If it is practical to do so, the road should be kept open to at least one lane of traffic. Where this is not practical, the building contractor must apply to the Council for a temporary road closure at least three weeks before the intended closure, to allow for public notification. The applicant will be liable for the cost of advertising in local newspapers.

■ Subsidy

A minimum subsidy of \$7,500 or up to 25 per cent of the cost of installing the underpass may be made available

to the owner, in accordance with the Land Transport Programme & Funding Manual (Clause 7.4.20). The amount of subsidy is dependent upon the average daily traffic (ADT) count on the road in which the underpass is constructed. An ADT of 500 or more may be eligible for a 25 per cent subsidy.

■ Claiming the subsidy from Council

Before the Council pays out the subsidy for a stock underpass all outstanding Council fees and charges must have been paid and the following information provided:

- A producer statement certifying that the installation of the stock underpass has been carried out in accordance with the design and specifications approved by the Council
- The Memorandum of Encumbrance, executed by the owner, together with an undertaking by the owner's solicitor that the memorandum will be registered against the appropriate certificate of title
- An invoice with the owner's GST number.

■ Ongoing inspections and maintenance

In order to monitor the structural integrity of the underpass, the Council will arrange for inspections of all stock underpasses as part of its bridge and culvert inspection programme, normally every two years. The Council will charge the owner for each standard inspection. The owner must carry out any maintenance work identified during the inspection including damage to utilities or road pavement and is responsible for the cost of such repair work.



For further information regarding requirements for stock underpasses, please contact the Permits and Bylaws Co-ordinator on 07 824 8633

Ngaruawahia Office
(Head Office)
15 Galileo Street
Ph: 07 824 8633

Huntly Office
142 Main Street
Ph: 0800 492 452

Raglan Office
7 Bow Street
Ph: 07 825 8129

Tuakau Office
2 Dominion Road
Ph: 0800 492 452



0800 492 452 ■ www.waikatodistrict.govt.nz