



Temporary Road Closure Application

Chief Executive
Kaipara District Council
Private Bag 1001
Dargaville 0340

Important Notes

- 1 For local closures Council is required to advertise these at least 42 days in advance of the event. Therefore, applications will only be actioned if they are received a minimum of three (3) months prior to the proposed event date, to allow time for the required Council approval procedures and advertising.
- 2 This application for temporary road closure will be dealt with in terms of the [Transport \(Vehicular Traffic Road Closure\) Regulations 1965](#)
- 3 The applicant's attention is specifically drawn to Clause 7 of the Regulations relating to the provisions of adequate insurance.

I/We _____ being the
organiser of the _____
event hereby apply for Council's permission to close part of the road/roads , as shown on the **attached** plan
and subject to the conditions listed below, which are unreservedly agreed to.

Reason for closure: _____

Date: _____ Time: _____

Road(s)/Street(s): _____

Contact address: _____

Contact telephone number: _____ Mobile: _____



Notes for the Applicant

The following conditions shall apply in respect of the road/street closing approval for your organisation.

- 1 A Code of Practice Temporary Traffic Management Plan must be submitted by a warranted Temporary Traffic Management Planner as required by the NZ Transport Agency for approval by the Council.
- 2 The Temporary Traffic Management Plan (TTMP) to be implemented and setup onsite must be as per the approved TTMP and managed by the agreed Site Traffic Management Supervisor (STMS).
- 3 The TTMP must be submitted along with this form, for processing of the Road Closure Application, delays with place the application on hold.
- 4 All signs are to be removed within one hour of the completion of the advertised opening time.
- 5 In the case of temporary road/street closures associated with car rallies, hill climbs etc. the roads/streets involved will be inspected prior to, and immediately after, the event and any damage which has occurred will be charged to the applicant together with full costs associated with the inspections.
- 6 **The application fee is enclosed with this application.**

Schedule of Fees		
Hill Climbs, Car Rallies etc.	Application Fee	\$ 600
	Bond	\$5,825
Processions etc. in urban areas and special events	Application Fee	\$ 290

Signature of Applicant

Date