



# Application to install bollards or security rails in the public footpath

To Waipā District Council, Private Bag 2402, Te Awamutu 3840  
Phone:--0800 924 723 | Fax 07 872 0033 | Web: [www.waipadc.govt.nz](http://www.waipadc.govt.nz) | Email: [info@waipadc.govt.nz](mailto:info@waipadc.govt.nz)

## 1. Applicant details

Name (Individual or company)	
Postal address	
Phone number	
Email address	
Property where bollards/rails are to be installed	
Applicant's relationship to property	Owner / Lessee / Other (specify)

## 2. Property owner details (if different to applicant)

Name (include contact person for companies)	
Postal address	
Phone number	
Email address	

## 3. Contractor proposed for installation works

Company name	
Contact person	
Phone number	
Email address	

<p><b>4. Reason for wanting to install bollards or security rails</b> (include any examples of raids/damage to this property or other similar stores)</p>	
<p> </p>	
<p><b>5. Other security measures implemented to mitigate risk</b></p>	
<p> </p>	
<p><b>6. Pre-installation requirements</b></p>	
<p>Evidence of a search for any buried services (eg Before U Dig – attach separate document if needed)</p>	<p> </p>
<p>Plans to work around or relocate services (attach separate document if needed)</p>	<p> </p>
<p>Can some of the bollard/security rail manufacture be done off site to minimise noise and risk?</p>	<p> </p>
<p>NOTE: If the application is successful, you will need to obtain a work access or excavation permit from Council – see 9. Authorisation conditions.</p>	
<p><b>7. Bollard/ security rail specifications</b></p>	
<p>Number of bollards to be installed  Or</p>	<p> </p>

Length of rails to be installed		
Location of installation relative to property boundary	(Attach photo or diagram if appropriate)	
Space between bollards or vertical rail supports		
Main structure (attach plan or diagram if appropriate)	Material	
	Diameter or cross section dimensions	
	Height above ground	
	Depth below ground	
Base ring (Bollards only)	Material	
	Diameter or cross section dimensions	
	Top edge	Flush with ground
Foundation/Footing	Material	
	Dimensions	
	Depth	
<b>8. Installation</b>		
How will the installation be carried out?	(eg hand or machine digging, day and time to minimise impact on footpath users and neighbouring businesses etc)	
What footpath reinstatement will be needed?		

## 9. Authorisation conditions

If permission is granted, the applicant agrees to:

- Enter into a licence to occupy agreement with Council, if required. The fee is currently \$636 (including GST – 2022-2023 financial year).
- Apply for a Work Access Permit from Council and submit a Traffic Management Plan outlining how the work will be done safely around vehicle and pedestrian traffic  
[Link to the corridor access request site](#)
- Employ a skilled cobblestone laying contractor to cut cobblestones and reinstate the area around the works if the installation will disturb cobblestones. Like-for-like footpath reinstatement is required. Patching asphalt or concrete into cobblestone paths is not acceptable.
- Accept liability for all costs and any damage or injury caused by the bollards/rails and their installation or removal.

Further conditions specific to the site may be added into any agreement resulting from approval of this application.

## 10. Applicant signature

I confirm that the details provided in this application are correct and agree to the conditions, responsibilities and costs outlined within this document.

Signature

Date