

# NOTICE OF INTENT TO ERECT / REPAIR COMMON BOUNDARY FENCE FORM



FENCE TO BE BUILT BY PROPERTY OWNER OR AGREED FENCING CONTRACTOR

**TO: Manager - Parks + Reserves**  
Palmerston North City Council  
Private Bag 11034  
PALMERSTON NORTH 4442

## OWNER DETAILS

Name of property owner

Postal address

Town / city

## CONTACT DETAILS / for further enquiries

Business phone

Home phone

Mobile

Email

Preferred means of formal correspondence

Mail

Email

Please take notice that I desire / tick one

The fence to be repaired

A new fence to be built on the boundary between my property and the park / reserve specified below

Property owner's residential address

Town / city

Legal DP of property



**ATTACH A COPY OF THE CERTIFICATE OF TITLE FOR THE PROPERTY**

Name of park or reserve

Please describe / sketch location of the boundary fence

Neighbouring boundary

Length of proposed fence / metres

## NEW OR REPLACEMENT FENCE DETAILS

Type of Project	New fence	Replacement fence	Repairs to existing fence
Type of fence / timber / brick etc			
Height of fence / mm	Mowing strip required?	Yes	No
Town / city			

## FENCE REPAIR DETAILS

State the nature and extent of repairs		
Will there be a gate onto the park / reserve?	Yes	No
If yes, please describe / sketch the location of the gate		
Estimated cost of work \$	<b>NOTE</b> Quotes are required from qualified tradespeople.	

## RECOMMENDED QUOTE

Name of Contractor		
Contractor's price \$	Date of work commencement	
Do you need help finding the boundary?	Yes	No
Does the property owner intend to complete the work?	Yes	No



**ATTACH A COPY OF QUOTE FOR MATERIALS**

You may object to any of the above particulars and make your counter-proposals within 21 days after receipt of this notice. If no objection is received, I will proceed with the fencing in accordance with this notice, and you may be deemed to have agreed to the proposals set out in this notice and will be liable to share the cost accordingly.

**THIS NOTICE IS GIVEN UNDER THE FENCING ACT 1978.**

Signed [Owner]

Date

**PLEASE NOTE**

1. Notice must be given before any fencing work commences.
2. Any gates must open inwards to the private property.
3. Any fences are to be built on the boundary.
4. If the applicant constructs the fence themselves, Palmerston North City Council will pay half of the material costs only.
5. Palmerston North City Council will only pay half of the costs of a standard paling fence, when provided with a quote from a qualified tradesman.
6. Organisations such as sports clubs or kindergartens should check their lease agreements responsibilities regarding and prior to any boundary fence construction.

**FOR OFFICE USE ONLY**

Date

Application is

Approved

Declined

Reason

Agreed fencing contractor

Agreed Commencement date

Agreed Council contribution \$

Signed

Position