

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

Fill in this form if you'd like to build or repair a fence between your property and one of the Council's parks or reserves. If you meet the requirements, we may pay up to half the cost of a standard paling fence.

OWNER DETAILS

Name of property owner

Postal address

Town / city

Phone number

Mobile

Email

How would you like to be contacted?

Mail

Email

I am formally notifying Council that I intend to: (tick one)

Repair an existing fence

Build a new fence



ATTACH A COPY OF THE CERTIFICATE OF TITLE FOR THE PROPERTY

PROPERTY AND FENCE LOCATION

Property address

Legal DP of property

Name of park or reserve next to property

Location of fence (please describe or attach a sketch)

NEW OR REPLACEMENT FENCE DETAILS (Skip this section if you're repairing a fence)

Type of project	New fence	Replacement fence
What type of material will the fence be? e.g. timber or brick		
How high will the fence be? (mm)	How long will the fence be? (metres)	
Mowing strip required?	Yes	No
Will there be a gate onto the park / reserve?	Yes	No

If yes, please describe or sketch the location of the gate and how wide it will be.

Please note that the Council will not cover the costs of a gate.

NOTE Quotes are required from qualified tradespeople.

FENCE REPAIR DETAILS (Skip this section if you're building or replacing a fence)

If you are repairing an existing fence, please provide details of the current state of the fence and the repairs needed

NOTE 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 COPIES OF QUOTES FROM TWO DIFFERENT CONTRACTORS. IF YOU'RE PLANNING TO COMPLETE THIS WORK ON YOUR OWN, PLEASE ATTACH COPIES OF TWO DIFFERENT QUOTES FOR MATERIALS.

You may object to any of the above particulars and make your counter-proposals within 21 days after receipt of this notice. Palmerston North City Council may object to any of the above particulars and make 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 Palmerston North City Council 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
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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 line.
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 two quotes from qualified tradespeople.
6. Palmerston North City Council will not cover the cost of a gate.
7. Organisations such as sports clubs or kindergartens should check their lease agreement’s 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