



Kaikōura District Council
96 West End Kaikoura
Phone: (03) 319 5026
Email: admin@kaikoura.govt.nz

KAIKOURA DISTRICT COUNCIL

Application for Permit to Erect a Sign

Permit No:

1. APPLICATION DETAILS	
Name of Applicant / Firm:	
Address of Applicant / Firm:	
Address for Services:	
Telephone number:	Mobile Number:
Email address:	

2. Location	
Location of Sign/s:	
Name and address of Owner of the Property on which the sign is to be erected:	
Legal Description:	Valuation Number:

Please Note: Information on appropriate sizes and types of signs for each zone may be found in the Kaikoura District Signs By-Law and the District Plan which can be found on www.kaikoura.govt.nz or at the Kaikoura District Plan or District Library. It is best to wait until you receive your permit for signage before beginning construction of the sign;

Please note: All signs exceeding 6m² and/or 3m in height will also require building consent unless the sign has been designed by a chartered professional engineer.

Information to Be Supplied:

A drawing of the sign, to scale, showing its shape, dimensions (height, width, height above ground), contents, lettering height, colour, material, and lighting. (Include type of lantern/wattage).



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- A site plan (to scale) showing the position of the sign in relation to:
 - Boundaries of the site
 - Buildings on site (include dimensions of building face where sign will be placed).
 - Position of the sign on building if applicable
 - Distance to other signs on site
 - If under veranda signs, show the distance to other nearest under veranda signs,
 - whether on the same site or not

- Written approval for the sign from the New Zealand Transport Agency, if the sign is to be visible from the State Highway and you are located in a 51kph or over speed zone.

- I enclose the required application fee of \$230.00 (incl. GST) for each proposed sign.

NO. Of Signs:	GST Including:	Total:
	\$230.00	\$
	Total Payable	\$

Signature of Applicant _____ Date _____

Signature of Property Owner _____ Date _____
(if different from above)