

POLICY: **BUILDINGS OR OTHER STRUCTURES SITUATED ON COUNCIL PROPERTY**

GROUP RESPONSIBLE: Asset Management

DATE APPROVED: 26/09/02

DATE AMENDED:

FILE NO: 40/1/1/1, 340/20/3

POLICY DETAIL:

The placement of new buildings or structures or for the significant alterations to existing buildings or other structures on Council property by Council or non-Council organisations shall not happen as of right, but shall require a formal resolution of Council, the local Community Board or Community Development Area Committee as the case may be:

No request to Council, Community Board or Community Area Development Committee shall be considered unless the following information is provided in writing:

1. Full details of the applicant and contact information.
2. Reasons as to why it is proposed to place or alter the building or structure on Council property.
3. Detailed drawings of the proposed building or structure.
4. Proposed site plan for the building or structure including any proposed access drives or paths.
5. Details as to who will be responsible for all future maintenance, rates (if applicable) and insurance for the building or structure.
6. Details as to who is to undertake the construction and who will be responsible for obtaining and complying with any consents that will be required to be obtained.
7. Details of any known or potential liabilities associated with any existing building or structure being added to or modified.

The Council, Community Board or Community Development Area Committee may resolve to either decline the application stating the reasons, or resolve to approve the application subject to any conditions deemed appropriate.

In the event that the building or structure is not to become the property of Council, the applicant shall be required to enter into a written lease agreement with Council for the land upon which the building or structure is situated.