

# CON499: APPLICATION FOR A RESOURCE CONSENT UNDER THE RESOURCE MANAGEMENT ACT 1991

If you need help in filling out this form please contact our Customer Services staff on (03) 353-9007 or toll free 0800 EC INFO (0800 324 636). They will be able to provide some general assistance.

Send the completed application to: *Environment Canterbury, 58 Kilmore Street, P O Box 345, Christchurch 8140.*

FOR OFFICE USE ONLY

  
  
  
  
  
  
  
  
  
  

Receipt number: \_\_\_\_\_

Charges paid: \_\_\_\_\_ CRC: \_\_\_\_\_

### Information

Completing all the questions in this form:

- (a) may satisfy the requirements of the Resource Management Act 1991 for an application for resource consent. Environment Canterbury will inform you if further information is required.
- (b) will assist with the prompt processing of you're application - any omissions in the form may result in significant delays and costs while the required information is obtained.

### Charges

Your application must be accompanied with the deposit charge specified in the "Summary of Resource Consent Charges" or at [www.ecan.govt.nz](http://www.ecan.govt.nz). When your application has been processed, if the actual and reasonable costs incurred by Environment Canterbury exceed the deposit charge, you will be invoiced for the balance. If the cost of processing an application is less than the deposit charge paid, the balance will be refunded. You can require the provision of an estimate of the charge for processing your application. If an application is declined all charges must still be paid.

All accounts are payable by the 20th day of the month following the date of invoice. If the account is not paid within 30 days after the due date, our debt collection agent may charge you a fee equal to 25% of the unpaid portion of the account, but no less than \$25.00. Where the total debt collection costs, legal and other costs arising from the collection of any amount owing exceeds the debt collection fee charged, our debt collection agent is also entitled to recover such additional costs. All Environment Canterbury charges must be met by the applicant. This may include time spent discussing issues with the applicant and any other parties involved in the process.

## Part A: Application Details

Please complete all questions and sign and date the form.

### 1. Name and address of applicant(s):

Surname:	First names (in full):	Mr/Mrs/Ms/ Miss/Dr/Prof.
Surname:	First names (in full):	Mr/Mrs/Ms/ Miss/Dr/Prof.
OR		
Registered Company name and number:		
Postal address:		
		Postcode:
Phone (home):	Phone (business):	
Fax (home):	Fax (business):	
Email:	Cellphone:	
Contact person:		

You must declare by ticking this box if you are an ECan staff member, an ECan Councillor, or a family member of either.

**2. Consultant/Agents details (if applicable):**

Contact person: \_\_\_\_\_

Company: \_\_\_\_\_

Postal address: \_\_\_\_\_

Postcode: \_\_\_\_\_

Email: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

During the processing of your application who will be the contact person for making decisions?  Applicant  Consultant / Agent  
*Note: All correspondence during the consent investigation process will be directed to this contact person, unless instructed otherwise. Final decision documents will be sent to the applicant.*

Who will be the contact person for compliance monitoring matters?  Applicant  Consultant / Agent

**3. Names and addresses of the owner and occupier of the site to which this application relates.**

(You only need to include this information if it is different to that of the applicant(s))

Owner: \_\_\_\_\_ Phone: \_\_\_\_\_

Postal address: \_\_\_\_\_

Postcode: \_\_\_\_\_ Fax: \_\_\_\_\_

Occupier: \_\_\_\_\_ Phone: \_\_\_\_\_

Postal address: \_\_\_\_\_

Postcode: \_\_\_\_\_ Fax: \_\_\_\_\_

**4. The location of the site to which this application relates:**

Site address: \_\_\_\_\_

Locality: \_\_\_\_\_

Legal description: \_\_\_\_\_

Map reference: \_\_\_\_\_

*The legal description can be found on the certificate of title, valuation notice, subdivision plan or rate demand for the site. Please include a copy of one of these with your application.*

**5. Under which District Council or City Council is this site located?**

- |  |                                       |   |                                     |
|--|---------------------------------------|---|-------------------------------------|
| <input type="checkbox"/> Ashburton DC    | <input type="checkbox"/> Kaikoura DC  | <input type="checkbox"/> Timaru DC      | <input type="checkbox"/> Waitaki DC |
| <input type="checkbox"/> Christchurch CC | <input type="checkbox"/> Mackenzie DC | <input type="checkbox"/> Waimakariri DC |                                     |
| <input type="checkbox"/> Hurunui DC      | <input type="checkbox"/> Selwyn DC    | <input type="checkbox"/> Waimate DC     |                                     |

Have you consulted with the appropriate District or City Council to determine whether you need a consent from them for this activity?

Yes  No

If yes, what was their response? \_\_\_\_\_

If a consent is required, have you applied for it?  Yes  No

**6. What type(s) of resource consent(s) are you applying for?**

**Coastal Permit**

- |  |   |  |   |
|--|---|--|---|
| <input type="checkbox"/> Reclaim or drain foreshore or seabed    | <input type="checkbox"/> Place, alter or remove structure | <input type="checkbox"/> Disturb foreshore or seabed       | <input type="checkbox"/> Deposit substance            |
| <input type="checkbox"/> Planting foreshore or seabed            | <input type="checkbox"/> Occupy coastal marine area       | <input type="checkbox"/> Remove natural material (eg sand) | <input type="checkbox"/> Use water                    |
| <input type="checkbox"/> Take surface water                      | <input type="checkbox"/> Dam water                        | <input type="checkbox"/> Divert water                      | <input type="checkbox"/> Discharge contaminant to air |
| <input type="checkbox"/> Discharge contaminant or water to water | <input type="checkbox"/> Discharge contaminant to land    | <input type="checkbox"/> Other                             |   |

**Land Use Consent**

- |   |  |  |  |
|---|--|--|--|
| <input type="checkbox"/> Contaminant storage                                  | <input type="checkbox"/> High country burning          | <input type="checkbox"/> Earthworks                | <input type="checkbox"/> Vegetation clearance                              |
| <input type="checkbox"/> Activity in coastal hazards zone                     | <input type="checkbox"/> Fencing/grazing in waterway   | <input type="checkbox"/> Planting in waterway      | <input type="checkbox"/> Use, place, alter or remove structure in waterway |
| <input type="checkbox"/> Disturb bed of waterway (incl. excavation of gravel) | <input type="checkbox"/> Deposit substance in waterway | <input type="checkbox"/> Reclaim or drain waterway | <input type="checkbox"/> Place a structure within 8 metres of a waterway   |
| <input type="checkbox"/> Other  |  |  |  |

**Water Permit**

- |   |   |                                    |                                       |
|---|---|------------------------------------|---------------------------------------|
| <input type="checkbox"/> Take more than 600 cumecs of groundwater | <input type="checkbox"/> Take surface water | <input type="checkbox"/> Dam water | <input type="checkbox"/> Divert water |
| <input type="checkbox"/> Use water                                |   |                                    |                                       |

**Discharge Permit**

- |   |  |   |
|---|--|---|
| <input type="checkbox"/> Discharge contaminant to air | <input type="checkbox"/> Discharge contaminant or water to water | <input type="checkbox"/> Discharge contaminant to land – not stormwater, dairying or sewage |
|---|--|---|

**7. Description of the activity:**

Please describe fully the proposal for which consent(s) are being sought. It is important you fill this out completely and correctly. Attach additional information as necessary.

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**8. Other information required by regional plans or regulations:**

Regional plans or regulations may specify other information that must be provided as part of your application. If additional information is required, this will be set out in the appropriate insert Environment Canterbury has prepared to assist you in completing Part B of your application, "Assessment of Effects on the Environment".

**PART B: ASSESSMENT OF EFFECTS**

**You must include an assessment of the effects of your activity on the environment as part of your application.**

Section 88 of the Resource Management Act 1991 requires that each application include an assessment of the actual and potential effects of the activity on the environment. This assessment must be prepared in accordance with the Fourth Schedule of the Resource Management Act. A copy of this schedule is available from Customer Services.

The assessment of effects will differ for each application depending on the type and scale of the activity. Consultation is one of the best ways of identifying adverse effects.

To assist you in preparing this assessment, Environment Canterbury has prepared a number of inserts that provide guidance for completing this part of the application.

For further assistance in preparing this assessment, Environment Canterbury also has a fact sheet available entitled "Preparation of Assessment of Effects on the Environment".

**PART C: OTHER INFORMATION****1. PREVIOUS CONSENTS**

- (a) Have you held any previous consents at this site for this activity or any related activities?  Yes  No  
If yes, please supply the consent reference number(s) or consent holder's name (if different from current applicant's name).

CRC \_\_\_\_\_ Name: \_\_\_\_\_

- (b) If your application is to replace an existing consent which has not yet expired, do you agree to your application being processed outside the timeframes set out in the Resource Management Act (Section 37(5A) approval) but before the expiry of your existing consent?  Yes  No  N/A

**2. NOTIFICATION**

If your assessment of effects has shown that adverse effects on the environment are likely to be more than minor and/or there are people who may be adversely affected from whom you are unable to obtain written approval, you may wish to request that your application be publicly notified in order to avoid possible delays in the processing of your application.

The final decision to notify or not notify an application will still be made by Environment Canterbury.

Please note that an application cannot be notified unless there is sufficient information for the notice that makes it clear what is being applied for, and how it might affect the environment (including people).

I request that my application is notified.  (check box)

**3. DURATION REQUESTED**

Please specify the duration sought for your consent(s): \_\_\_\_\_ years \_\_\_\_\_ months.

Note: The maximum duration allowed under the Act is 35 years.

**4. START DATE**

Resource consents lapse five years after their commencement date unless the consent has been given effect to or an application is made to Environment Canterbury to extend this period.

When do you propose to start the activity? \_\_\_\_\_ (date/month/year)

**5. ERRORS AND OMISSIONS**

When you receive your Resource Consent Documents please check that the details are correct. You have a 15 working day period after the decision is notified to allow you to object or advise of errors or omissions without cost.

**ADDITIONAL NOTES TO APPLICANTS**

- Your application must be publicly notified unless Environment Canterbury is satisfied that the adverse effects on the environment will be minor and written approval has been obtained from every person Environment Canterbury considers may be adversely affected by

the granting of your application (unless Environment Canterbury considers it unreasonable to require the obtaining of every such approval). Enclosed is a form "Written Approval of Persons Likely to be Adversely Affected" to help you obtain such approvals.

2. Section 128 of the Resource Management Act 1991 sets out the circumstances in which Environment Canterbury may review the conditions of a resource consent. Under Section 128(c) Environment Canterbury may undertake a review at any time if the application contained any inaccuracies which materially influenced the decision made.
3. The information you provide with your application is official information. It will be used to process your application and, together with other official information, assist in the management of the region's natural and physical resources. Access to information held by Environment Canterbury is administered in accordance with the Local Government Official Information and Meetings Act 1987, and Privacy Act 1993. Your information may be disclosed in accordance with the terms of these Acts. Public access is also provided to consent information via Environment Canterbury's website. **It is therefore important you advise Environment Canterbury if your application includes trade secrets and/or commercially sensitive material.**

#### PART D: SIGNATURE AND DATE

**I have read** all of the information on this application form and I understand that I am liable to pay all actual and reasonable charges relating to the processing of this application.

**I also understand** that if the application is granted, I will be liable to pay all actual and reasonable charges related to compliance monitoring of that consent.

\_\_\_\_\_  
Signature of **consultant**

\_\_\_\_\_  
Date

\_\_\_\_\_  
Full name of person signing – please print

\_\_\_\_\_  
Signature of **applicant**

\_\_\_\_\_  
Date

\_\_\_\_\_  
Full name of person signing – please print

Note: Environment Canterbury must have written authorisation. Both the consultant (if used) and the applicant must sign this section.

#### CHECKLIST

Have you remembered to:

- Complete all the details set out in Part A of this application form.
- Include an assessment of effects of the activity on the environment, set out in Part B of this application form.
- Include a site plan.
- Include a copy of the certificate of title, rates demand, subdivision plan or valuation notice for the site your application relates to.
- Sign and date this application form.
- Include the appropriate deposit charge as set out in the "Summary of Resource Consent charges".
- Consult local Runanga if your proposed activity occurs:
  - (a) Within a statutory acknowledgement area?
  - (b) Within a silent file area?
  - (c) Close to a site of cultural significance? Or
  - (d) Otherwise affects a site of cultural significance?

### Location Plan

Please complete this plan showing the site with the location of the proposed activity and indicate any relevant identifying features such as buildings, roads, rivers, etc. The inserts the Council has prepared to assist you in completing Part B of your application, "Assessment of Effects on the Environment", may also ask for details to be included on this plan.



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