

Application for a Resource Consent



Ashburton District Council

Section 88, Resource Management Act 1991

Send or deliver your application to: Planning Department, Ashburton District Council, 5 Baring Square West, PO Box 94, Ashburton 7740

For enquiries phone (03) 3077700, e-mail adcplanning@adc.govt.nz or visit the counter at Ashburton District Council, 5 Baring Square West, Ashburton.

About this Form

This form is to be used for an application for a Resource Consent. You may also be required to provide additional forms in support of your application, such as an 'Affected Persons Approval Form' where approval is required from persons the Council considers may be 'adversely affected' by your proposal; and/or additional information for the relocation of buildings.
An electronic copy of the application is requested additional to hard copies.

Applicant's Details

(Applicant's details in whose name the consent is to be issued)

Name: _____

Address: _____

Home Phone No: _____ Cell Phone No: _____

E-mail address: _____ Fax No: _____

Address for service

(If different from the applicant's name and address).

Name: _____

Address: _____

Home Phone No: _____ Cell Phone No: _____

E-mail address: _____ Fax No: _____

Site Information

Name and address of the owner of the property: _____

Location of Property: _____

Occupiers Name: _____

Legal description of the site: _____

Valuation Reference (refer to your rates notice): _____

Type of resource consent required Subdivision or Land Use

Description of Activity

Describe clearly the activity which this application is for. (i.e. what you are applying for?)

Other Resource Consents

Does your application require additional resource consents from this Council i.e. if this Application is for a Land Use Consent are you also applying for a subdivision resource consent or vice versa?

No Yes

If yes, please summarise what the other application is for.

Are resource consents required from Environment Canterbury? (Contact ECAN on 0800 324 636 if you are not sure.)

No Yes

If yes, tick which other resource consents do you require:

- Coastal Permit
- Land Use Consent
- Discharge Permit
- Water Permit

Additional Information

I/we provide the following information in support of this application to satisfy the requirements of Section 88 of the Resource Management Act 1991 and section 6.3 of the District Plan.

Assessment of the environmental effects

I have used this form to complete a detailed assessment of effects

Or

I have attached an assessment of effects as a separate report

Affected Person Approval Form(s) if required.

Relocated Building Form, if required

Other information (if any) required to be included in the application by the District Plan

Was there any pre-application advice/decision prior to this application being submitted?

Yes No

Subdivision application ONLY

I/we have attached information in accordance with section 6.3 of the District Plan sufficient to adequately define:-

- The position of all new boundaries
- The areas of all new allotments (not required for cross-lease, company-lease or unit plants)
- The location and area of existing and new reserves to be created, including any esplanade reserves, esplanades strips or access strips.

Signature and Fee

Signature of applicant or person authorised to sign on behalf of applicant

Signed: _____

Name (printed) _____ Date _____

Notes for the Applicant

1. All applicants are asked to check the accuracy of the information supplied. Inaccuracies in information supplied can cause difficulties at a later date including additional costs, delays and legal proceedings initiated by the Council and/or by other persons.
2. The required Minimum Application Fee must be paid before processing of this application will start.
3. Additional charges may be payable if the cost of processing the application exceeds the Application Fee paid. If you are an agent for the applicant and do not wish to be legally liable for additional fees then you should ask the applicant to sign the form.
4. Depending on the nature of the proposal other consents/licences may be required.
5. This application under the Resource Management Act 1991 is in addition to any building consent application required under the Building Act 2004.
6. When this application is lodged with the Ashburton District Council, it becomes public information and is available for public inspection. If there is commercially sensitive information in the proposal, please let us know.
7. If your application is inadequate, it may be returned to you unprocessed. If additional information is required, you will be advised and processing of the application will be suspended until the information is received. To avoid delays and cost it is in your best interests to submit a complete application.

Privacy Act 1993

The personal information requested in this form is being collected by the Planning Department of the Ashburton District Council so that we can process your application. This information is required by the Resource Management Act 1991 and will be held by the Council.

The personal information collected will not be shared with any departments of the Council not involved in processing your application. However under the Official Information and Meetings Act 1987 this information may be made available on request to parties within and outside the Council.

Financial Contributions

If your Resource Consent Application is for –

- A subdivision in a residential, township, rural-residential or business zone; or
- The construction of more than one residence on a site; or
- Service, industrial, commercial, recreational, or community activities or visitor accommodation;

It may be subject to financial contributions in respect of water and sewer connections, stormwater disposal, road widening, construction and or formation, open space and reserves, and esplanade provisions. If in doubt, please contact the Planning department.

Assessment Effects

Your resource consent application must include an "Assessment of Effects" as outlined in the Fourth Schedule of the Resource Management Act 1991 (a copy of the Fourth Schedule is included in this form).

In your assessment of effects please

- Describe any effects (actual, potential, negative or positive) produced by your proposal e.g. noise, glare, odour, traffic, visual, vibration, dust, jobs, impact on traffic safety, etc.
- If your proposal generates any negative effects, please explain how they may be mitigated (lessened) remedied, or avoided. E.g. landscaping, provision of onsite car-parking etc.

The next page of the form is only useful for small scale proposals. A larger, more in-depth assessment may be required for applications which are likely to produce a range of effects.

If you have any queries about an assessment of effects or why it is required, please contact the Planning Department of the Ashburton District Council.

If you would like some help with your assessment of effects, the section of the District Plan called "Assessment Matters" lists a range of specific effects/questions relevant to your application that the Council will consider. Contact the Planning Department if you would like a copy.

Fourth Schedule of the Resource Management Act 1991

Assessment of Effects on the Environment

Matters that should be included in an assessment of the effects on the environment: -

1 Matters that should be included in an assessment of effects on the environment

Subject to the provisions of any policy statement or plan, an assessment of effects on the environment for the purposes of section 88 should include—

- (a) a description of the proposal:
- (b) where it is likely that an activity will result in any significant adverse effect on the environment, a description of any possible alternative locations or methods for undertaking the activity:
- (c) *[Repealed]*
- (d) an assessment of the actual or potential effect on the environment of the proposed activity:
- (e) where the activity includes the use of hazardous substances and installations, an assessment of any risks to the environment which are likely to arise from such use:
- (f) where the activity includes the discharge of any contaminant, a description of—
 - (i) the nature of the discharge and the sensitivity of the proposed receiving environment to adverse effects; and
 - (ii) any possible alternative methods of discharge, including discharge into any other receiving environment:
- (g) a description of the mitigation measures (safeguards and contingency plans where relevant) to be undertaken to help prevent or reduce the actual or potential effect:
- (h) identification of the persons affected by the proposal, the consultation undertaken, if any, and any response to the views of any person consulted:
- (i) where the scale or significance of the activity's effect are such that monitoring is required, a description of how, once the proposal is approved, effects will be monitored and by whom.

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To avoid doubt, clause 1(h) obliges an applicant to report as to the persons identified as being affected by the proposal, but does not—

- (a) oblige the applicant to consult with any person; or
- (b) create any ground for expecting that the applicant will consult with any person.

1A Matters that must be included in an assessment of effects on the environment

An assessment of effects on the environment for the purposes of section 88 must include, in a case where a recognised customary activity is, or is likely to be, adversely affected, a description of possible alternative locations or methods for the proposed activity (unless written approval for that activity is given by the holder of the customary rights order).

2 Matters that should be considered when preparing an assessment of effects on the environment

Subject to the provisions of any policy statement or plan, any person preparing an assessment of the effects on the environment should consider the following matters:

- (a) any effect on those in the neighbourhood and, where relevant, the wider community including any socio-economic and cultural effects:
- (b) any physical effect on the locality, including any landscape and visual effects:
- (c) any effect on ecosystems, including effects on plants or animals and any physical disturbance of habitats in the vicinity:
- (d) any effect on natural and physical resources having aesthetic, recreational, scientific, historical, spiritual, or cultural, or other special value for present or future generations:
- (e) any discharge of contaminants into the environment, including any unreasonable emission of noise and options for the treatment and disposal of contaminants:
- (f) any risk to the neighbourhood, the wider community, or the environment through natural hazards or the use of hazardous substances or hazardous installations.

Check sheet

This check sheet has been produced to assist you in the preparation and lodgement of your application. The provision of correct and accurate information will enable the effective processing of your application and will ensure that delays are kept to a minimum. Complete all sections using either ✓ or Y where the information is provided, or a cross (X) or N where the information is not required as shown in the key at the bottom of the page.

Customer Use		For Office use only
<input type="checkbox"/>	a) Application Form (1 copy): <input type="checkbox"/> Complete application form, including a full description of the proposal.	<input type="checkbox"/>
<input type="checkbox"/>	b) Location of Application Site: <input type="checkbox"/> Copy of current Certificate of Title, or <input type="checkbox"/> Copy of purchase agreement, where Certificate of Title not yet issued.	<input type="checkbox"/>
<input type="checkbox"/>	c) Application Fee / Deposit: <input type="checkbox"/> \$750	<input type="checkbox"/>
<input type="checkbox"/>	d) Site Plan (1:200) showing (where relevant): <input type="checkbox"/> Location and use of all existing buildings in relation to legal and internal boundaries <input type="checkbox"/> Location of any waterway and dimensions from its banks to any new buildings and/or earthworks <input type="checkbox"/> Vehicle access, manoeuvring, parking areas and driveway gradients; <input type="checkbox"/> Outdoor living and service space <input type="checkbox"/> Landscape plan showing location, species and height of all existing and proposed plants <input type="checkbox"/> Location of protected trees on the site or adjoining sites <input type="checkbox"/> Locations of street trees on road reserve adjoining the application site <input type="checkbox"/> Areas of proposed filling or excavation, retaining walls and existing and proposed ground levels <input type="checkbox"/> Building coverage (proposed and existing) in square metres <input type="checkbox"/> Surveyed ground and floor levels	<input type="checkbox"/>
<input type="checkbox"/>	e) Floor Plans (1:100 / 1:150) showing (where relevant): <input type="checkbox"/> Proposed uses <input type="checkbox"/> Gross floor area for each use <input type="checkbox"/> Location of all/any kitchen facilities <input type="checkbox"/> Doors and windows <input type="checkbox"/> Overall dimensions of all buildings	<input type="checkbox"/>
<input type="checkbox"/>	f) Elevations (1:100 / 1:50) showing (where relevant): <input type="checkbox"/> Recession planes from accurate levels <input type="checkbox"/> Maximum height <input type="checkbox"/> Doors and windows	<input type="checkbox"/>

Note: This is a preliminary check list only. It is general in nature and does not cover all rules in the District Plan and, not all of the information is relevant to all types of application. Please check with a planner at the Council if you are unsure of the information requirements for your particular application. Please also note that the detailed technical review of your application may identify the need for you to supply further information, in which case you will be advised as soon as possible.

Office Check <input type="checkbox"/> Information received and complete <input type="checkbox"/> Certificate of Title	Yes / No Yes / No	RMA#: Date: Checked by:
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