

Application for a Certificate of Compliance



Ashburton District Council

Section 139, 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 Certificate of Compliance under Section 139 of the Resource Management Act 1991. A Certificate of Compliance certifies that a particular use complies with the relevant rules of the District Plan and/or a National Environmental Standard (NES). It must be accompanied by the minimum application fee of \$255.60 and other supporting information required by the Council. An electronic copy of the application is requested additional to hard copies.

Note: A certificate of Compliance certifies that the proposal as submitted with this application complies with the rules in the District Plan and is valid for a period of five years.

Applicant's Details

(Applicant's details in whose name the Certificate 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): _____

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- (c) *[Repealed]*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 Base Fee / Deposit: <input type="checkbox"/> \$255.60	<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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