



WAIROA DISTRICT COUNCIL

REGULATORY DEPARTMENT

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APPLICATION FOR CHANGE OR CANCELLATION OF A RESOURCE CONSENT CONDITION

The information you provide on this form is required so that your application can be processed under Section 127 of the Resource Management Act 1991 and may also be used in statistics collected and provided to the Ministry for the Environment and the Wairoa District Council. The information will be stored on a public register and may be made available to the public on request or on the company's or the Council's websites.

Completing this Form

This form provides us with your contact details and details of your application. If your form does not provide the required information it will be returned to you to complete. Until we receive a completed form and payment of the initial fee, your application may not be accepted for processing.

We recommend that you talk your proposal through with Council's planning staff before you fill in this form. You should also contact us if you are unsure what forms you should be using, or if you need help with filling in certain aspects of any form. We can be contacted on (06) 8387309.

Please answer all questions fully.

Fees

A fee of \$1000 is required before your application will be processed. Please note that the Wairoa District Council recovers the full cost of processing applications from the applicant in accordance with Section 36 of the Resource Management Act 1991.

Applicant Details

Applicant's Full Name / Company / Trust _____
All Trustee Names (if applicable) _____
Contact Name (if company or trust) _____
Postal Address _____
Post Code _____
Email Address _____
Phone Number _____

The Applicant is

Owner Prospective Purchaser (of the site to which the application relates)
 Occupier Lessee
 Other (please specify) _____

Correspondence Details *(if you are acting on behalf of the applicant, eg. agent, consultant or architect)*

Name & Company _____
Phone Number _____
Email Address _____
Postal Address _____
Post Code _____

Invoicing Details *(the invoices will be sent to the details below)*

Please provide an email AND full address.

Phone Number _____

Email Address _____

Postal Address _____

Post Code _____

Owner Details *(if different from Applicant details)*

Full Name _____

Postal Address _____

Post Code _____

If the property has recently changed ownership please indicate on what date (approx.) and the names of the previous owners.

Date _____

Names _____

Resource Consent to be Varied??

The application relates to the following resource consent(s) _____

RM _____

Briefly describe the resource consent and subject site below.

Condition(s) to be Changed or Cancelled

The application relates to the following specific condition(s) of the resource consent _____

Detail the proposed change/cancellation including reasons for change and proposed replacement condition wording below.

Details of Site *(to which this application relates)*

Location/Street Address _____

Legal Description *(can be found on the Computer Freehold Register or Rates Notice - e.g. Lot x DPxxx (or valuation number))*

District Plan Zone(s)

Natural and Physical characteristics and any adjacent uses relevant to the consideration of this application

Assessment of the Proposed Change/Cancellation's Effect on the Environment

Please tick one

- There are no other activities that are part of the proposal to which this application relates.
OR I attach an assessment of the proposed change/cancellation's effect on the environment.

Other Activities

Please tick one

- There are no other activities that are part of the proposal to which this application relates.
OR The other activities that are part of the proposal to which this application relates are as follows:

Please describe. *(For any activities that are permitted activities, explain how the activity complies with the requirements, conditions and permissions for the permitted activity so that resource consent is not required for that activity under **section 87A(1)** of the Resource Management Act 1991).*

Site Visit Requirements *(in case a Council officer needs to undertake a site visit)*

- | | | | | |
|---|-----|--------------------------|----|--------------------------|
| Is there a gate or security system restricting access by Council? | Yes | <input type="checkbox"/> | No | <input type="checkbox"/> |
| Is there a dog on the property? | Yes | <input type="checkbox"/> | No | <input type="checkbox"/> |
| Are there any other hazards or entry restrictions that Council staff need to be aware of? | Yes | <input type="checkbox"/> | No | <input type="checkbox"/> |

If 'yes' please provide information below.

Pre-application Meeting

Have you had a pre-application meeting with the Wairoa District Council?

- Yes No

If 'yes' provide the reference number and/or name of the staff member involved _____

Information Required to be Submitted

To be accepted for processing your application should include the following:

- Computer Freehold Register for the property (no more than 3 months old) and copies of any consent notices and covenants (can be obtained from Land Information NZ at <https://www.linz.govt.nz>).
- A plan or map showing the locality of the site, topographical features, buildings etc.
- A site plan at a convenient scale.
- Written approval from every person who may be adversely affected by the change/cancellation (Affected Person's Approval - form 8A).
- An assessment of the proposed change's/cancellation's effect on the environment that:
 - includes the information required by **clause 6** of Schedule 4 of the Resource Management Act 1991;
 - addresses the matters specified in **clause 7** of Schedule 4 of the Resource Management Act 1991;
 - includes such detail as corresponds with the scale and significance of the effects that the activity may have on the environment.
- An assessment of the proposed change/cancellation against the matters set out in **Part 2** of the Resource Management Act 1991.
- An assessment of the proposed change/cancellation against any relevant provisions of a document referred to in **section 104(1)(b)** of the Resource Management Act 1991, including the information required by **clause 2(2)** of Schedule 4 of the Act.
- An assessment of the proposed change/cancellation against the resource management matters set out in if the activity to which the condition relates is to occur in an area within the scope of a planning document prepared by a customary marine title group under **section 85** of the Marine and Coastal Area (Takutai Moana) Act 2011.
- Any further information required to be included in this application by:
 - the District Plan;
 - the Hawke's Bay Regional Council;
 - the NES (National Environmental Standard).

Fees Information

Section 36 of the Resource Management Act 1991 deals with administrative charges and allows a local authority to levy charges that relate to but are not limited to, carrying out its functions in relation to receiving, processing and granting of resource consents (including certificates of compliance and existing use certificates).

LIABILITY FOR PAYMENT - Please note that by signing and lodging this application form you are acknowledging that the Applicant is responsible for payment of invoices and in addition will be liable to pay all costs and expenses of debt recovery and/or legal costs incurred by WDC related to the enforcement of any debt.

A list of Resource Consent Charges is available on the Fees & Charges page on the WDC website. If you are unsure of the amount to pay, please call (06) 8387309 and ask to speak to a planner.

Please ensure to reference any banking payments correctly. Incorrectly referenced payments may cause delays to the processing of your application whilst payment is identified.

Please note that if the Applicant has outstanding fees owing to Council in respect of other applications, Council may choose to apply the initial fee to any outstanding balances in which case the initial fee for processing this application may be deemed not to have been paid.

Payment

Please reference your payments as follows:

Applications yet to be submitted: RM followed by first 5 letters of applicant name e.g *DSMITH*.

Applications already submitted: Please use the RM# reference that has been assigned to your application, this will have been emailed to yourself or your agent.

Please note processing will not begin until payment is received (or identified if incorrectly referenced).

Fixed Fee for Change or Cancellation of a Resource Consent Condition: \$1000 incl GST

- I confirm payment by
- Bank transfer to account 03 0785 0070470 00
 - Manual Payment at reception

Reference

Amount Paid

Date of Payment

Application & Declaration

The Council relies on the information contained in this application being complete and accurate. The Applicant must take all reasonable steps to ensure that it is complete and accurate and accepts responsibility for information in this application being so.

- If lodging this application as **the Applicant**
- I/we hereby represent and warrant that I am/we are aware of all my/our obligations arising under this application including, in particular but without limitation, my/our obligation to pay all fees and administrative charges (including debt recovery and legal expenses) payable under this application as referred to within the *Fees Information* section.
- OR
- If lodging this application as **agent of the Applicant**
- I/we hereby represent and warrant that I am/we are authorised to act as agent of the Applicant in respect of the completion and lodging of this application and that the Applicant is aware of all of his/her/its obligations arising under this application including, in particular but without limitation, his/her/its obligation to pay all fees and administrative charges (including debt recovery and legal expenses) payable under this application as referred to within the *Fees Information* section.
- I hereby apply for the Resource Consent(s) for the proposal described in this application and I certify that to the best of my knowledge and belief the information given in this application is complete and accurate.*

Signed (by or as authorised agent of the Applicant) _____

Full name of person lodging this form _____

Firm/Company _____ Date _____