

## Written approval of affected person

Must be completed if affected parties have been identified.

### To be completed by the applicant

You need to discuss the application with all affected parties and show them plans and a copy of the Assessment of Environmental Effects\* (AEE). You must ensure that all parts of this form are completed correctly and a copy of the plans, and the AEE\*, are signed and dated by all affected parties. Affected parties include the authorised representatives of both the owners and occupiers of a property.

Full name: \_\_\_\_\_

Phone number (daytime): \_\_\_\_\_

Address of site: \_\_\_\_\_

Legal description of site: \_\_\_\_\_

Mailing address (if different from above): \_\_\_\_\_

Written approval is required for (please advise what District Plan rule is breached if known) \_\_\_\_\_

Signature of applicant or agent: \_\_\_\_\_ Date: \_\_\_\_\_

### To be completed by affected person(s)

All owners and occupiers must complete a copy of this form. Please complete the section that is relevant to you.

Full name(s): \_\_\_\_\_

I/we  own & occupy  own  occupy the following property/ies:

Address: \_\_\_\_\_

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

Mailing address (if different from above): \_\_\_\_\_

Phone number (daytime): \_\_\_\_\_

Both the following boxes must be ticked:

- I/we have read the information on the following page about giving written approval to a resource consent application.
- I/we have reviewed the application plans and assessment of environmental effects\*(AEE) which give details of the proposal.

Please tick all boxes in either of the following columns:

#### Yes

- I/we give my/our written approval to the proposal and/or parts of the proposal that require my/our approval.
- I/we have signed and dated each page of the plans.
- I/we have signed and dated each page of the AEE\*.
- We are authorised to sign on behalf of other owners or other occupiers

#### No

- I/we do not give my/our written approval to the proposal/parts of the proposal that require my/our approval for the following reasons: \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- (please attach extra pages if necessary)

Signature(s): \_\_\_\_\_ Date: \_\_\_\_\_

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# Information for affected person(s)

## Why do I need to complete this form and what is involved?

- The applicant named on this form is seeking approval from Council for a planning (resource) consent and/or building consent.
- Under the Resource Management Act 1991, in certain circumstances resource consent applicants must obtain written approval from every person potentially affected by the granting of the consent. If all affected parties give approval, Council may decide that the application doesn't need to be notified and submissions will not be asked for from the public.
- Before asking for your approval, the applicant should fully explain the proposal to you. You should see a detailed description of what they are proposing including plans, and a list of possible effects on the natural and built environment as well as on people. This is called an assessment of environmental effects (AEE). The applicant should discuss with you ways of dealing with any likely or significant adverse (bad) effects of the proposal on you. For example, altering the proposal to avoid, remedy or mitigate (reduce) the adverse effects on you.

## What happens if I give approval?

- If you decide to give written approval to this application, Council will not consider any effects that the proposed resource consent will have on you (see Section 104(3)(b) of the Resource Management Act 1991)
- You can't include any requirements/conditions with your written approval; however you can negotiate this separately with the applicants.

## What happens if I don't give approval?

- If the applicant can't get written approval from every person who Council considers may be adversely affected by the proposed activity, Council will 'serve formal notice of the application' on these affected parties. As a result, you will personally receive a copy of the application from Council and you will have 20 working days from the date of notice to make a submission about the application. If submissions are received in opposition to the proposal or council staff recommend that the application be declined, Council will hold a public hearing and make a decision to either grant or decline the application.
- If the effects of the proposed activity on the environment will be more than minor or special circumstances exist, the application will be publicly notified (advertised), and anyone will be able to make a submission for or against it.
- By law, Council must approve applications for controlled activities even if you don't give written approval, but we can put conditions on the approval to address any likely adverse effects on you.

## Withdrawing written approval

- You have the right to withdraw any written approval you have given on this form, provided Council receives notice in writing that your approval is withdrawn before the date of the hearing (if a hearing is held) or before the date that the application is determined.

## Further queries/contact details

- If you have any queries about the resource consent application or this form, please contact the Planning Department before signing the form.

*\* Refer to Council's brochure regarding Assessments of Environmental Effects*

