

Application for Resource Consent

Section 88 of the Resource Management Act 1991

This form provides us with your contact information and details about your proposal. If you need help completing this form, contact us on 0800 746 467 and ask to speak to a planner.

If you do not complete this form and provide the necessary information, including the deposit fee, your application may be considered incomplete, and will not be accepted for processing.

Part A – General consent information requests

1. Site location details

Site(s) to which this application relates is described as:

No: _____ Street: _____

Town: _____

Legal description: _____

2. General application details

This application is for a:

New Land Use consent New Subdivision consent

Variation to existing consent (number): _____

Variation to Consent Notice (number): _____

Note: *If you require both Land Use and Subdivision consent, you will need to fill out a form for each consent and attach the appropriate deposit amount for each application.*

3. Description of proposed activity for which I am applying for resource consent (if insufficient space please provide on additional pages)

4. Applicant's details (the name of the consent holder who will be responsible for the consent and any associated costs, unless otherwise stated in section 5)

First name(s): _____ Last name: _____

Postal address: _____ Postcode: _____

Phone (day): _____ Mobile: _____

Email: _____

Version 2 – updated on 31.10.16

35 Kenrick Street - PO Box 266 - Te Aroha 3342 - www.mpdc.govt.nz
Morrinsville & Te Aroha 07 884 0060 - Matamata 07 881 9050 - Fax 07 884 8865



Quality
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Please note: Do not include your email address if you do not want this information to be included on this form (refer to privacy statement at the end of this form). If this is the case please contact a Council planning administrator and advise of your email address separately so that correspondence related to this application can be emailed to you.

The applicant is the Owner of the site (s) to which the application relates.

OR, the applicant is the:

Occupier Lessee Prospective purchaser

Other, of the site(s) to which the application relates: _____

If other, please identify (e.g. agent): _____

The name(s) and address(es) of any other owner(s) and occupier(s) of the property (other than the applicant):

First Name: _____ Last Name: _____

Address: _____

First Name: _____ Last Name: _____

Address: _____

First Name: _____ Last Name: _____

Address: _____

5. Agent/consultant details (if different from above) or tick here if N/A

Company: _____ Contact person: _____

Postal address of agent: _____

_____ Postcode: _____

Phone (day): _____ Mobile: _____

Email: _____

6. Solicitors details or tick here is N/A

Please note: This is for subdivision applications where an easement, bond etc is applicable.

Company: _____ Contact person: _____

Postal address of solicitor: _____

_____ Postcode: _____

Phone (day): _____ Mobile: _____

Email: _____



7. Correspondence and invoices

All correspondence (excluding invoices sent to): Applicant **or** Agent/consultant

All invoices should be sent to: Applicant **or** Agent/consultant

8. Additional consents required

Are any additional resource consents needed for the proposed activity?

Resource Consent required from Waikato Regional Council? Yes No
If yes, has it been applied for? Yes No

Type of consent and reference numbers: _____

Is a Building Consent required? Yes No
If yes, has it been applied for? Yes No

Reference numbers: _____

Is a Subdivision Consent required? Yes No
If yes, has it been applied for? Yes No

Reference numbers: _____

Is a Land Use Consent required? Yes No
If yes, has it been applied for? Yes No

Reference numbers: _____

Are there any other activities that are part of this proposal? *i.e. HASNO Act.*
 Yes No. If yes, provide details:

Is consent required under a National Environment Standard? (NES)
 Yes No. If yes, provide details:

9. Pre application information

Have you had a pre-application meeting with the Council regarding this proposal?
 Yes No. Date: _____

If yes, provide the names of the staff member(s) who attended: _____



10. Site visit requirements

As landowner and with the consent of any occupiers or lessees, I understand that Council staff or authorised consultants will undertake any required site visits which is the subject of this application for the purpose of assessing this application. I confirm that if I am not the landowner of the site, I have obtained the permission of the landowner(s).

Do you have a dog on the property? Yes No

Are there any other access or health and safety issues that we should be aware of?

Yes No

If yes, please specify: _____

11. Notification of the application

Are you requesting the application to be publicly notified? Yes No

12. Draft conditions

Please email draft conditions to me (note: if you have identified an agent above, the draft conditions will be sent to the agent).

Yes No

I understand that the opportunity provided to me to review draft conditions is undertaken in good faith by Council on a without prejudice basis, and is intended to assist with producing fair, reasonable and practical conditions. I further understand and agree that Council will continue to process the application if a response is not provided by me/my agent within the timeframe specified by Council; and if timeframes need to be extended (s37), I agree to such extension.

13. Fees

This application has a payment attached of (please tick **one**):

Deposit

Non-notified Subdivision application

Minor Subdivision (1-3 lots) \$1,500.00

Major subdivision (4 lots plus) \$2,000.00

Boundary adjustments \$1,500.00

Variation to Subdivision \$1,000.00

Variation to Consent Notice \$1,000.00

Land Use application

Minor Land Use \$800.00

(minor land use includes –breach of development controls)

Major Land Use \$2,000.00

Variation to Land Use \$1,000.00



Notified Subdivision and/or Land Use Application

Limited notified application \$4,000.00

Publicly notified application \$6,000.00

Set fees for Land Use

Peat Hazard Land Use consent \$540.00

Second hand building \$672.50

Yard encroachment land use consent \$672.50

(only applies where written approval from the affected parties are submitted with the application and there are no other matters of non-compliance – includes 1 hour deposit of \$135.00 for monitoring*)

**Set fees for land use consents only apply where all information is provided.*

Payment options:

Payment can be made by cash, EFTPOS, cheque or internet banking

Tick payment option below:

Cash EFTPOS Cheque Bank deposit

If paying by internet banking, please use the following details

Account Name: Matamata-Piako District Council

Bank Account No: 02-0436-0021611-00

Particulars: Applicant name

Code: Resource Con

Reference: Address of property

15. Signature of the applicant(s) or agent

Please read these notes before signing the application form:

I/we understand that I/we have paid a deposit only and resource consents are charged out at actual and reasonable costs incurred. Subject to my/our rights under sections 357B and 358 of the RMA to object to any costs, I/we undertake to pay all and future processing costs incurred by the Council.

Signed by applicant/s: _____ Date: _____

By signing this form, I hereby certify that, to the best of my knowledge and belief, the information given in this application is true and correct (to be signed by applicant or person authorised to sign on behalf of applicant):

Signed by applicant/s: _____ Date: _____

Or signed by agent/spokesperson: _____ Date: _____

I have completed Part A and Part B of this form, included any information required by the District Plan, included an AEE, and I have attached the required application deposit fee.



16. Development and Financial Contributions

When granting consent to certain activities, the Council may levy a development contribution under the Local Government Act 2002 and/or a Financial Contribution under the District Plan in accordance with the Resource Management Act 1991. These will be assessed as part of the application and provided to at the time that a resource consent is issued. If you also require a building consent, contributions may be assessed as part of this application instead of your resource consent application.

If contributions are payable, the consent holder is responsible for their payment. Unless otherwise advised, the applicant for the resource consent will be taken as the consent holder and responsible for payment. Further information can be found in Council's Development Contribution Policy and in the District Plan, these documents are available online at www.mppdc.govt.nz or at our offices and libraries. If you would like an indication of the contributions payable on your development (if any) please contact customer services who will direct you to the appropriate person. You will need to be able to provide details of your proposed development (e.g. the number of additional lots being created and/or floor areas of buildings being constructed).

17. Important privacy information

The information you provided in your application (including personal information) is official information. Your application documents, the details of this consent and any ongoing communications between you and Council will be held at Council's offices and may be accessed upon request by a third party. Access to information held by Council is administered in accordance with the Local Government Official Information and Meetings Act 1987 and the Privacy Act 1993. Your information may be disclosed in accordance with the terms of these Acts. If you have any concerns about this, please discuss with a Council Planner prior to lodging your consent.



Part B – Information to be submitted with your application

Please note: For more information on these requirements please refer Schedule 4 of the RMA.

1. Certificates of title/s less than 3 months old for the site to which this application relates. Attach the title and any consent notices, covenants, easements attached to the title.
2. Locality plan or aerial photo. Indicate the location of the site in relation to roads and other landmarks. Show the street number of the subject site and those of adjoining sites.
3. A site plan or scheme plan (to scale) showing the location of the building or activity in relation to all site boundaries, any rivers, streams or other water bodies, or any identified feature in the Proposed District Plan (i.e. a protected tree or a bush stand), any natural hazard etc. Elevation plans may also be required.
4. Detail(s) of the resource consent(s) being applied for including reference to specific rule(s) and reasons for consent.
5. An assessment of effects on the environment in accordance with Schedule 4 of the RMA (AEE) at a level of detail that corresponds with the scale and significance of the effects that the proposal may have on the environment. This may require one or more technical specialist reports. Include a full description of the proposed activity, the effects that may be generated (e.g. visual or noise effects), and how these would be managed.
6. An assessment of the activity against any relevant objectives, policies, or rules in the District Plan.
7. An assessment of the activity against the matters in Part 2 of the Resource Management Act 1991.
8. An assessment of the activity against any relevant provision of a: National Environmental Standard, National Policy Statement, Waikato Regional Policy Statement, Waikato Regional Plan.
9. All written approvals, including details of those sought but not obtained. Include the signed Council form (Written Approval of Affected Persons), signed plans, signed AEE and include details of any other consultation undertaken.
10. Specialist reports. Please refer to the guidance notes for further information on whether a specialist report(s) may be required.
11. Iwi consultation: For any proposal that may affect any sites of significance to local Iwi groups i.e. a Waahi Tapu site listed in Schedule 2 of the District Plan.
12. Subdivision consents: Attach information sufficient to adequately define: The position of all new boundaries, the areas of all new lots, the locations/areas of new reserves (including esplanade reserves or strips), and the locations and areas of new roads.

Lodgement meeting

In order for a Council planner to understand your application, and discuss any potential issues, we recommend you attend a lodgement meeting to submit your application. If you are unsure whether you should have a lodgement meeting, please call the Duty Planner to discuss.



Assessment of Environmental Effects (AEE) & assessment of objectives, policies and rules

Please Note: An AEE must be completed in order for the application to be accepted for processing by Council. If this is not completed, your application will be returned to you in accordance with section 88(3A) of the RMA.

The sections in Part C below are a guide only about the type of information you should include. It is highly recommended that you refer to Council's guidance note for further information about how to complete this section before you fill this section in (*'MPDC Guidance Note – Completing an AEE'*).

- Tick here if a full AEE and assessment of the objectives, policies and rules of the District Plan is provided as additional information, and covers all these points below. You are not required to attach PART C to your application if you have included a full AEE and assessment of the District Plan separately.

Part C – Assessment of environmental effects (AEE) & assessment of objectives, policies and rules

1. Description of the site and its features

2. Description of the proposal

3. Assessment of District Plan objectives, policies and rules

4. Effects on the neighbourhood, and where relevant, the wider community



5. Any physical effect on the locality, including any landscape or visual effects

6. Any physical habitat disturbance or effects on natural and physical resources
(includes cultural values)

7. Any discharges of contaminants into the environment, including any unreasonable
emission of noise

8. Any risk to the neighbourhood, the wider community, or the environment through
natural hazards, or the use of hazardous substances or hazardous installations

9. Consultation

