

## PLAN IMPLEMENTATION

# Application for Resource Consent Subdivision and Land Use

Resource Management Act 1991, Form 9

### Application

This form is to be used for an application as required under Section 88 of the Resource Management Act 1991 and must be accompanied with an assessment of environmental effects, full set of scaled plans, a Record of Title and any other supporting information.

A fixed fee/deposit is required to be paid prior to the processing of the application. An invoice for the fixed fee payable will be issued once the application has been formally received (unless payment is made at the time of lodgement). Additional fees will be invoiced in accordance with Waimakariri District Council's Fees and Charges Schedule.

Applications are checked for completeness prior to acceptance. Please ensure that you have compiled your documents carefully to avoid delays in accepting your application.

This application is for:    Land use consent            Subdivision consent            Combined subdivision and land use consent

### Applicant details

*Please note: The applicant is responsible for all fees and costs associated with this application, unless specified otherwise in the "Invoicing details" section.*

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

Company/trust/organisation name: \_\_\_\_\_

Contact person/trustee names: \_\_\_\_\_

Postal address: \_\_\_\_\_

Email address: \_\_\_\_\_

Mobile: \_\_\_\_\_

The applicant is the:    Owner(s)            Occupier(s)            Prospective purchaser            Director(s)

Trustee(s)            Other (please specify below) of the site.

If the applicant is not the only owner and occupier of the site, please provide the full name and address of each owner or occupier (other than the applicant) of the site to which the application relates:

| Full Name | Address |
|-----------|---------|
|           |         |
|           |         |

## Agent/consultant

Name of agent: \_\_\_\_\_

Company (if applicable): \_\_\_\_\_

Postal address: \_\_\_\_\_

Email address: \_\_\_\_\_

Mobile: \_\_\_\_\_

## Invoicing details

All consent-related invoices to be made out to:    Applicant            Agent            Other (specify below)

Name(s): \_\_\_\_\_

Company (if applicable): \_\_\_\_\_

Postal address: \_\_\_\_\_

Email address: \_\_\_\_\_

Mobile: \_\_\_\_\_

*Please note: Any refund will only be paid to the receipted name on the invoice.*

## The location/site

This application relates to the property located at the below location(s):

Street address: \_\_\_\_\_

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

General description\*:

I have provided a Record of Title (Computer Register) less than 3 months old, **including** a copy of any consent notice, covenant or other encumbrance to which the Council is a party.\*\*

I request that the Council obtain a copy of the Record of Title (Computer Register) and any relevant encumbrances from Land Information New Zealand and on-charge the cost to me.

- \* Describe the site including its location as it is commonly known and in a way that will enable it to be easily identified (eg the name of any relevant stream, river or other water body to which the application relates, proximity to any well-known landmark etc) and its natural and physical characteristics and any adjacent uses that may be relevant to the consideration of the application.

\*\* Notes:

- These documents can be obtained from Land Information New Zealand: [linz.govt.nz/products-services/land-records/types-land-records/property-title](http://linz.govt.nz/products-services/land-records/types-land-records/property-title)
- If a Record of Title is not yet available, include details of relevant lot numbers and subdivision consent numbers. If you are purchasing a lot from a new subdivision, please provide a copy of your Sale and Purchase Agreement.

## The proposal

The activity to which the application relates (the **proposed building or activity**) is as follows (*describe the proposed building or activity, using additional paper if required*):

## Pre-application discussions

Was there any pre-application advice/discussion prior to this application being lodged?    Yes    No

If yes, what was the Planner's name: \_\_\_\_\_

## Site visit requirements

Is there a locked gate or security system restricting access by Council staff?    Yes    No

Is there a dog on the property?    Yes    No

## Attachments

I/We attach the following documents:

### Assessment of Environmental Effects (AEE)

An assessment of the proposed activity's effect on the environment that:

- (a) includes the information required by clause 6 of Schedule 4 of the Resource Management Act 1991; and
- (b) addresses the matters specified in clause 7 of Schedule 4 of the Resource Management Act 1991; and
- (c) 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 activity against the matters set out in Part 2 of the Resource Management Act 1991.

An assessment of the proposed activity 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 that Act.

### Other information

A current search of the Record of Title (within last 3 months) (see "The location/site" section above).

Full details of the proposal.

Scaled application plans.

Sufficient detail to satisfy the requirements of the National Environmental Standard for Assessing and Managing Contaminants in Soil to Protect Human Health (where relevant). (See "Notification section" below.)

Section 106 assessment (subdivision consent application only).

Any further information required to be included in this application by the district plan, the regional plan, the Resource Management Act 1991, or any regulations made under that Act.\*

\* This information should include (if applicable) the information required by clauses 10, 11 and 13 of Form 9 – Application for Resource Consent (or fast-track consent) of the Resource Management (Forms, Fees, and Procedure) Regulations 2003 and should be listed in the AEE.

**Additional requirements for subdivision consent applications**

I attach information that adequately defines the following:

- (a) the position of all new boundaries; and
- (b) state the lot numbers and sizes of all new allotments on the scheme plan’ and state in your application how many new lots are being created; and
- (c) include the lot numbers and sizes of all new allotments on the scheme plan; and
- (d) show access and servicing (if applicable) on the scheme plan; and
- (e) the locations and areas of new reserves to be created, including any esplanade reserves and roads to vest.

**Other activities or applications**

Are there any other activities that are part of the proposal to which this application relates?    Yes    No

If Yes, include a description of the other activities in the AEE\*.

Are additional resource consents needed for the proposed activity?    Yes    No

If Yes, have you applied for, or are required to apply for, any other resource consents for this project, either from the Waimakariri District Council or Environment Canterbury, and if so, what type?

|                              |                     | Has been applied for: | Is required to be applied for: | Has been obtained: | Reference No. (if applicable) |
|------------------------------|---------------------|-----------------------|--------------------------------|--------------------|-------------------------------|
| Waimakariri District Council | Subdivision Consent |                       |                                |                    |                               |
|                              | Land Use Consent    |                       |                                |                    |                               |
| Environment Canterbury       | Water Permit        |                       |                                |                    |                               |
|                              | Discharge Permit    |                       |                                |                    |                               |
|                              | Coastal Permit      |                       |                                |                    |                               |

Have you applied for a Project Information Memorandum (PIM) or a building consent (BC) for this project?    Yes    No

If Yes, what is the PIM/BC number? \_\_\_\_\_

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

**National Environment Standard (NES)**

This section relates to the National Environmental Standard for Assessing and Managing Contaminants in Soil to Protect Human Health (NES) [mfe.govt.nz/laws/standards/contaminants-in-soil](https://mfe.govt.nz/laws/standards/contaminants-in-soil)

The NES includes regulations controlling **soil disturbance, change of use, subdivision, and removal/replacement of fuel storage systems** on properties which have been used either now or in the past for a hazardous activity or industry (known as HAIL) that may have resulted in contamination of the soil. The table below determines whether the NES applies to your proposal.

|   | Yes | No |
|---|-----|----|
| Is the application site listed on Environment Canterbury's Listed Land Use Register (LLUR)?<br>llur.ecan.govt.nz If <b>YES</b> . Please include a copy of the LLUR statement with your application.   |     |    |
| If the site is not listed on the LLUR, is an activity described on the Hazardous Substances and Industries List (HAIL) currently being undertaken on the piece of land to which this application relates, or is it more likely than not to have ever been undertaken on the land?<br><br>The HAIL list is available to view at: mfe.govt.nz/laws/standards/contaminants-in-soil   |     |    |
| Type of HAIL activity:  |     |    |
| <b>If the answer to either of the above questions is YES, then the NES will apply, depending on the type of activity. Please identify whether the application involves the activities below.</b><br>(Note: If the answer to both of the previous questions is No, you do not need to answer the remaining questions in this section.)   |     |    |
| Does the application involve subdivision of the land?   |     |    |
| Will the proposed activity involve the disturbance of more than 25m <sup>3</sup> of soil (per 500m <sup>2</sup> of disturbed area)?<br>Volume of soil disturbed:  |     |    |
| Will the proposed activity involve the removal of more than 5m <sup>3</sup> of soil (per 500m <sup>2</sup> of disturbed area) from the site?<br>Volume of soil removal:   |     |    |
| Does the application involve changing the use of the land to one which, because the land has been subject to a HAIL activity, is reasonably likely to harm human health (e.g. service station to office, orchard to residential lots)?  |     |    |
| Does the application involve replacing or removing fuel storage systems or parts of it?   |     |    |
| <b>If the answer to any of the above activity questions is also YES, then the NES will apply and you will need to establish whether the proposed activity complies with the NES.</b>  |     |    |
| <ul style="list-style-type: none"> <li>Subdividing or changing the land use will require resource consent if the permitted activity requirements of the NES are not complied with. These include provision of a Preliminary Site Investigation carried out by a suitably qualified and experienced practitioner.</li> <li>Soil disturbance or removal exceeding the specified volumes require resource consent.</li> <li>Removal or replacement of a fuel storage system will require consent if the permitted activity requirements of the NES are not complied with.</li> </ul> |     |    |
| <b>Does the proposed activity require resource consent under the NES?</b>   |     |    |
| If YES, the assessment of the application under the NES must be provided as part of your AEE. A Detailed Site Investigation may be required.  |     |    |

## Notification

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

Have all the persons you consider to be adversely affected given their written approval to the proposal?\*    Yes    No

\* Ensure any Written Approval forms and all application plans have been completed and signed and provided as part of this application.

## Fees and charges

I/We understand that as the applicant I am/we are responsible for payment of all fees associated with this application. The payment terms for processing fees and those relating to disbursements, hearings and additional charges are payable by the 20th of the month following the month in which the invoice is issued.

I/We understand that the processing fee must be paid before processing of the application will start.

I/We understand that the fees paid on lodgement are a fixed fee (where indicated) and that the Council is able to charge additional fees to recover actual and reasonable costs.

I/We agree to pay according to those terms for any goods or services Waimakariri District Council supplies for processing this application and should failure to meet the terms of trade result in debt recovery and/or legal proceedings, any costs incurred in the collection of the debt will be payable by me/us.

I/We understand where an invoiced amount has not been paid by the stated due date, the Council may commence debt recovery action. The Council reserves the right to charge interest, payable from the date the debt became due, and recover the costs it incurs in pursuing recovery of the debt.

## Privacy information

All the information on this form is required to be provided under the Resource Management Act 1991 for Waimakariri District Council to process your application.

Under this Act this information has to be made available to members of the public, including business organisations and the media. The information contained in this application may also be made available to other departments of the Council. If there is commercially sensitive information in the proposal, please let us know.

You have the right to access the personal information held about you by the Council which can be readily retrieved and you can request that the Council correct any personal information it holds about you.

## Declaration

I/We have completed all relevant sections of this form and understand that my/our application may be returned as incomplete if it does not include all the relevant information.

I/We understand that the fees paid on lodgement are a deposit only (unless charged as a Fixed Fee as per the Council's Fees and Charges Schedule) and that the Council will invoice all costs actually and reasonably incurred in processing this application.

All of the information provided with this application is, to the best of my/our knowledge, true and correct. I/We understand that all information submitted as part of an application is required to be kept for public record, therefore the public (including business organisations and other areas of the Council) may view this application, once submitted. It may also be made available to the public on the Council's website.

Signature of applicant: \_\_\_\_\_

*(or person authorised to sign on behalf of applicant)\**

Print name: \_\_\_\_\_

Date: \_\_\_\_\_

\* 1. A signature is not required if you submit this form electronically. By entering your name in the box above you are giving your authority for this application to proceed.

2. If you are signing this application on behalf of a company/trust/or other entity (the applicant), by signing this form you are declaring that you are duly authorised to sign on behalf of the applicant to make such an application.

## Notes to applicants

1. You must include all information required by this form. The information must be specified in sufficient detail to satisfy the purpose for which it is required.
2. You may apply for two or more resource consents that are needed for the same activity on the same form. If you lodge the application with the Environmental Protection Authority, you must also lodge a notice in Form 16A at the same time.
3. If your application is to the Environmental Protection Authority, you may be required to pay actual and reasonable costs incurred in dealing with this matter (see section 149Z of the Resource Management Act 1991).

## Further information for applicants

1. All applicants are asked to check the accuracy of the information supplied. Inaccuracies in information supplied can cause difficulties at a later date, such as additional costs, delays and legal proceedings initiated by the Council and/or by other persons.
2. If resource consent is granted, the applicant has a legal obligation to comply with any conditions of the consent.
3. The required application fee/deposit will be invoiced and emailed (if applicable) upon formal acceptance of the application. Please note that any fee is required to be paid prior to the processing of any application.
4. The application for resource consent under the Resource Management Act 1991 is separate from and in addition to any building consent application required under the Building Act 2004 and any consents, approvals or licences required under any other legislation. Any application for building consent must be applied for separately.
5. The notification decision will be determined after the application has been lodged and assessed. Pre-application consultation with neighbours and other affected persons is at the discretion of, and responsibility of, the applicant.
6. Under section 88 of the Resource Management Act 1991, if your application is deemed incomplete, it may be returned to you. If additional information is required, you will be advised and processing of the application will be suspended until the information is received. To avoid any delays it is in your best interests to submit a complete application.
7. Monitoring fees – Please note that if this application is approved you will be required to meet the costs of monitoring undertaken by the Council pursuant to section 35 of the Resource Management Act 1991, in accordance with section 36 of that Act.
8. Development contributions – Your development, if granted, may also incur development contributions under the Local Government Act 2002 in accordance with the Council's Development Contributions Policy. Any development contributions payable will be invoiced to the applicant. For any subdivision consent, these development contributions are invoiced at the time a section 224 application is lodged.
9. The Waimakariri District Council Resource Management Fees and Charges Schedule may be viewed at: [waimakariri.govt.nz/services/fees-and-charges/resource-management-fees-and-charges](http://waimakariri.govt.nz/services/fees-and-charges/resource-management-fees-and-charges)

## Lodgement

Lodgement of your application to either:

Waimakariri District Council  
Private Bag 1005  
Rangiora 7440

Electronic applications (up to 22MB) may be lodged via email to: [RCapplications@wmk.govt.nz](mailto:RCapplications@wmk.govt.nz)

For planning enquiries please phone or email:

Phone: 0800 965 468

Email: [duty.planner@wmk.govt.nz](mailto:duty.planner@wmk.govt.nz)