

# APPLICATION FORM FOR RESOURCE CONSENT



**Caring for Northland and its environment**

Whangarei Office      Phone: 09 438 4639  
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**This application is made under Section 88/127  
of the Resource Management Act 1991**

**To: The Secretary  
Northland Regional Council  
Private Bag 9021  
Whangarei 0140**

## IMPORTANT NOTES TO APPLICANTS

- (a) **Please read fully** the notes below and the Information Brochures and Explanatory Notes available from the Council, **before** preparing your application and any supporting information.
- (b) The Resource Management Act 1991 sets out the information you must provide with your application for a resource consent. If you do not provide adequate information, your application cannot be received nor processed by the Council and will be returned to you. If you are unsure of what information should be included with your application, please contact the Council before submitting the application.
- (c) Applications require notification (public advertising calling for submissions) unless the Council is satisfied that the adverse effects on the environment of the activity for which consent is sought will be minor; and written approval has been obtained from every person who the Council is satisfied may be adversely affected by the granting of the consent. The Council also has available a form "Notice of Approval of Persons Affected", to help you record such approvals for applications that may be processed without public notification.

## PART A – GENERAL

APPLICANT	Full Names
<b>(1) Full Name of Applicant(s):</b> (in full, eg. Albert William Jones and Mary Anne Jones. For Companies, Trusts and other Organisations, commonly used name)  <b>Phone Number Business:</b>  <b>Home:</b>  <b>E-mail:</b>	
	<b>Fax:</b>
	<b>Mobile:</b>

*For applications by a company, private trusts or other entity/organisations, the Directors; Trustees and Officers' full names must be supplied and Section (12) completed and signed.*

<b>(2) Postal Address:</b> (in full)	

<b>(3) Residential Address:</b> (if different from postal address)	

<b>(4) Address for Service of Documents:</b> (if different from postal address, eg. Consultant)	

<b>(5) Owner/Occupier of Land/ Water Body:</b> (if different from the Applicant)	

**(6) Type(s) of Resource Consent sought from the Regional Council:**

You will need to fill in a separate Assessment of Environmental Effects Form for each activity. These forms can be obtained from the Northland Regional Council.

**Coastal Permit**

- Mooring                       Marine Farm                       Structure                       Pipeline/Cable  
 Other (specify) \_\_\_\_\_

**Land Use Consent**

- Vegetation Clearance                       Quarry                       Structure in/over Watercourse  
 Earthworks                       Construct/Alter a Bore                       Dam Structure  
 Other (specify) \_\_\_\_\_

**Water Permit**

- Stream/Surface Take                       Damming                       Groundwater Take                       Diverting Water  
 Other (specify) \_\_\_\_\_

**Discharge Permit**

- Domestic Effluent to Land                       General Discharge to Land                       Farm Dairy Effluent to Land/Water  
 Air                       Water  
 Other (specify) \_\_\_\_\_

**(7) Other Resource Consents required from the District Council:**

Where other Resource Consents are required for the same activity, they must be applied for at the same time. Not doing so will delay the processing of this application.

**What other Resource Consents are required from your District Council?**

- None                       Land Use Consent                       Subdivision Consent

Have the applications been made?  Yes  No

**(8) Description of the Activity:**

Please briefly describe the activities and duration for which Consent(s) are being sought. It is important you fill this out correctly, as the Council cannot grant Consent for any activity you do not apply for.


**(9) Location of Property/Waterbody to which Application relates:**

Describe the location in a manner which will allow it to be readily identified, eg. street address, legal description, harbour, bay, map reference etc. Attach appropriate plans and/or diagrams.

**Property Address:** \_\_\_\_\_ **Locality:** \_\_\_\_\_  
(see rate demand)

**Legal Description:** \_\_\_\_\_ **Blk:** \_\_\_\_\_ **SD:** \_\_\_\_\_

**Other Location Information:** \_\_\_\_\_

**PART B – ASSESSMENT OF EFFECTS ON THE ENVIRONMENT**

You must include an assessment of the effects of your activity on the environment as part of your application.

The Resource Management Act 1991 requires that each application include an assessment of the actual and potential effects of the activity on the environment in accordance with the Fourth Schedule.

To assist you to supply this assessment of effects, the Council has prepared specific forms for various consent activities. For minor activities, all that will be required is for you to complete the specific form. Where the potential effects of the activity are more significant, we recommend you undertake a full assessment of effects, with professional assistance if necessary.

If you are unsure of what information to include with your application and the assessment of effects, please contact the Council before submitting your application. A pre-lodgement meeting with relevant Consent Staff is recommended.

**PART C – GENERAL**

**(10) Renewal of an Existing Resource Consent:**

Yes       No       A change in conditions of a current Resource Consent

**(11) Fee/Deposit Enclosed with Application(s):**

**Application to be processed as:**  Notified     Limited Notified     Non-notified

Coastal Permit: \$ \_\_\_\_\_       Land Use Consent: \$ \_\_\_\_\_

Water Permit: \$ \_\_\_\_\_       Discharge Permit: \$ \_\_\_\_\_

Bore Permit: \$ \_\_\_\_\_       Change Conditions: \$ \_\_\_\_\_

**(12) Signature of Applicant(s) or Persons authorised to sign on behalf of Applicant(s):**

**IMPORTANT NOTES TO APPLICANTS**

- (a) Your application must be accompanied by the minimum fee (deposit) as determined by the Council. A schedule of the fee/deposits for different consent applications is annexed. Please note that applications by private trusts and other group entities require the personal guarantees of the Trustees and/or Officers for the payment of costs to be submitted with the application.
  - For complex applications, the Council may require an additional deposit pursuant to Section 36(3) of the Act, based on the estimated costs for processing such complex applications and may require progressive monthly payments during consent processing.
  - The final fee is based on actual and reasonable costs including disbursements and where this fee exceeds the fee/deposit, the additional fee is subject to objection and appeal.
- (b) All accounts are payable by the 20th of the month following the date of invoice. If the account is not paid within 30 days after due date, a late payment penalty of 10% may be applied. Any actual and reasonable costs, including but not limited to legal costs, debt collection fees or disbursements incurred as a result of any default in payment, shall be recoverable from the Applicant and is so notified in compliance with the Credit Contracts and Finance Act 2003. Submitting this Application authorises the Council to, if necessary, provide your personal information to a Credit Reporter in order to employ in its debt collection services in compliance with the Credit Reporting Privacy Code 2004, should payment default occur.
- (c) Resource Consents usually attract an annual fee to recover the reasonable costs of the Council’s monitoring, supervision and administration of the Consent during its term.
- (d) The information you provide is official information. It will be used to process the application and, together with other official information, assist the management of the region’s natural and physical resources. Access to information held by the Northland Regional Council is administered in accordance with the Local Government Official Information and Meetings Act 1987 and the Privacy Act 1993.

I/we declare that, to the best of my/our knowledge and belief, the information given in this Application and attached Assessment of Environmental Effects is true and correct. I/we unconditionally guarantee jointly and severally to pay the actual and reasonable costs of processing this Application as and when charges become due and payable. I/we acknowledge that I/we understand the consequences of signing this declaration.

Signature: \_\_\_\_\_

Signature: \_\_\_\_\_

Full Name (print): \_\_\_\_\_

Full Name (print): \_\_\_\_\_

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

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

*Continue with Trustees' and Authorised Officers' signatures below, as necessary.*

**Personal details and signatures of Trustees\*, or Officers authorised to sign on behalf of and to bind Trusts, Societies and Unincorporated Entities.** \* Private and Family Trusts only

<b>Full Name and Status:</b> (Trustee, Officer etc.)	
<b>Full Residential Address:</b>	
<b>Signature:</b>	
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<b>Full Residential Address:</b>	
<b>Signature:</b>	

**CHECKLIST – Have you remembered to...**

- |  |   |
|--|---|
| <input type="checkbox"/> Complete all details set out in this Application Form   | <input type="checkbox"/> Include a Site Plan  |
| <input type="checkbox"/> Include an Assessment of Effects of the activity on the environment, set out in the attached form | <input type="checkbox"/> Include the appropriate fee/deposit as set out in the "Schedule of Fees" |
| <input type="checkbox"/> Sign and date the Application Form  | <input type="checkbox"/> Complete details of Trustees and/or Authorised Officers on this page.    |