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## FORM 9 - APPLICATION FOR RESOURCE CONSENT

Form 9: Resource Management (Forms, Fees, and Procedure) Regulations 2003

### 1. Pre-Lodgement Meeting:

Have you met with a Council Resource Consent representative to discuss this application prior to lodgement?  Yes  No

If yes, please specify who the meeting was with:

### 2. Type of Consent being applied for (more than one can be ticked):

Land Use  Fast Track Land Use  Subdivision  Discharge

Consent under National Environmental Standard (e.g. Assessing and Managing Contaminants in Soil)

Extension of time (s.125)  Change of Consent Notice (s.221(3))  Other:

Reason for Consent (eg. triggers, non-compliances, or rules relevant to the application): *Use Section 6 for a full description of the proposal.*

### 3. Applicant Details:

Name/s:

Contact Person: (name and designation)

Contact Number:  Email:

Postal Address:

(or alternative method of service under section 352 of the Act)

Post Code:

### 4. Address for Correspondence: *Name and address for service and correspondence (if using an Agent, write their details).*

Name/s:

Contact Person: (name and designation)

Contact Number:  Email:

Postal Address:

(or alternative method of service under section 352 of the Act)

Post Code:

All correspondence will be sent by email. Please advise us if you would prefer an alternative means of communication.

**5. Application Site Details:** Location and/or Property Street Address of the proposed activity.

Site Address/  
Location:

Legal Description:

Record of Title:  Val Number:

Please remember to attach a copy of your Record of Title to the application, along with relevant consent notices and/or easements and encumbrances (search copy must be less than 3 months old)

**Site Visit Requirements:**

Note that a site visit will be undertaken as part of the Resource Consent application process.

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

Please provide details of any other entry restrictions that Council staff should be aware of, e.g. health and safety, caretaker's details. This is important to avoid a wasted trip and having to re-arrange a second visit.

**6. Description of the Proposal:**

Please enter a brief description of the proposal here. Attach a detailed description of the proposed activity and drawings (to a scale of 1:100) to illustrate your proposal. Please refer to the Council's Operative District Plan or Proposed Te Tai o Poutini Plan for guidance, notes, and further details of information requirements.

If this is an application for an Extension of Time (s.125); Variation of Consent Conditions (s.127) or Change or Cancellation of Consent Notice conditions (s.221(3)), please quote relevant existing Resource Consents and Consent Notice identifiers and provide details of the change(s) or extension being sought, with reasons for requesting them.

Are there any existing Consents on the proposed application site?  Yes  No

**7. Would you like to request Public Notification:**  Yes  No

**8. Other Consent required/being applied for under different legislation (more than one can be ticked):**

Regional Council Consent

National Environmental Standard Consent

Building Consent (enter BC number if existing)

Other (please specify)

**9. National Environmental Standard (NES) for Assessing and Managing Contaminants in Soil to Protect Human Health:**

The site and proposal may be subject to the above NES. In order to determine whether regard needs to be had to the NES please answer the following (further information in regard to this NES is available on the Council's planning web pages):

Is the piece of land currently being used or has it historically ever been used for an activity or industry on the Hazardous Industries and Activities List (HAIL)  Yes  No  Don't know

Is the proposed activity an activity covered by the NES? (If the activity is any of the activities listed below, then you need to tick the 'yes' option).  Yes  No  Don't know

Subdividing land

Changing the use of a piece of land

Disturbing, removing or sampling soil

Removing or replacing a fuel storage system

**10. Assessment of Environmental Effects (AEE):**

*Every application for resource consent must be accompanied by an Assessment of Environmental Effects (AEE). This is a requirement of Schedule 4 of the Resource Management Act 1991 and an application can be rejected if an adequate AEE is not provided. The information in an AEE must be specified in sufficient detail to satisfy the purpose for which it is required. Your AEE may include additional information such as Written Approvals from adjoining property owners or affected parties, in the form of an Affected Party Approval (APA).*

**Please attach your AEE to this application.**

**11. Billing Details:**

This identifies the person or entity that will be responsible for paying any invoices or receiving any refunds associated with processing this resource consent. Please also refer to Council's Fees and Charges Schedule.

Name/s: (please write all names in full)

Email Address:

Postal Address:

Post Code:

Contact Number:

**Fees Information:** A deposit is required for processing this application and is set out in Councils Fees and Charges. Once the application has been accepted via the s88 vetting process, you will receive a formal acknowledgement and an invoice. Processing will not begin until the deposit invoice has been paid. Please note that if the deposit fee is insufficient to cover the actual and reasonable costs of work undertaken to process the application you will be required to pay any additional costs. Invoiced amounts are payable by the 20th of the month following invoice date. You may also be required to make additional payments if your application requires notification.

**Declaration concerning Payment:** I/we understand that the Council may charge me/us for all costs actually and reasonably incurred in processing this application. 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. Without limiting the Council's legal rights if any steps (including the use of debt collection agencies) are necessary to recover unpaid processing costs I/we agree to pay all costs of recovering those processing costs. If this application is made on behalf of a society (incorporated or unincorporated) or a company in signing this application I/we are binding the society or company to pay all the above costs and guaranteeing to pay all the above costs in my/our personal capacity.

Name:

Signature of bill payer (mandatory - please print and sign):

Date:

## 12. Important Information:

### Note to applicant

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.

You may apply for two or more resource consents that are needed for the same activity on the same form.

You must pay the charge payable to the consent authority for the resource consent application under the Resource Management Act 1991.

### Fast-track application

Under the fast-track resource consent process, notice of the decision must be given within 10 working days after the date the application was first lodged with the authority, unless the applicant opts out of that process at the time of lodgement. A fast-track application may cease to be a fast-track application under section 87AAC(2) of the RMA.

### Privacy Information:

Once this application is lodged with the Council it becomes public information. Please advise Council if there is sensitive information in the proposal. The information you have provided on this form is required so that your application consent pursuant to the Resource Management Act 1991 can be processed under that Act. The information will be stored on a public register and held by the Westland District Council. The details of your application may also be made available to the public on the Council's website, [www.westlanddc.govt.nz](http://www.westlanddc.govt.nz). These details are collected to inform the general public and community groups about all consents which have been issued through the Council.

**Declaration:** The information I have supplied with this application is true and complete to the best of my knowledge.

Name:

Signature:

Date:

(mandatory - please print and sign, or sign digitally)

## 13. Application Checklist: (please tick if information is provided)

- A current Record of Title (Search copy not more than 3 months old)
- Copies of any listed encumbrances, easements and/or consent notices relevant to the application
- Location of property and description of proposal
- Assessment of the relevant Operative and proposed Te Tai o Poutini Plan objectives and policies
- Assessment of Environmental Effects (AEE)  
Including but not limited to, vehicle movements, stormwater, wastewater and water provisions, accessways, etc.
- Written Approvals / correspondence from all relevant consulted parties  
Including Affected Party Approval declaration (APA)
- Reports from technical experts (if required)
- Copies of other relevant consents associated with this application
- Location and Site plans (land use) and/or
- Location and Scheme Plan (subdivision)
- Elevations / Floor plans
- Topographical / Contour plans

*Please refer to the Council's Operative District Plan or Proposed Te Tai o Poutini Plan for guidance, notes, and further details of the information that must be provided with an application. Please also refer to the RC Checklist available on the Council's website. This contains more helpful hints as to what information needs to be shown on included plans.*

**Only one copy of an application is required, but please note for copying and scanning purposes, all attached documentation should be no larger than A3 in size.**