

This form provides WDC with your contact information and details about your proposal. If you need help completing this form, please visit [www.waitomo.govt.nz/publications/application-forms-and-guides/resource-management-forms-and-guides](http://www.waitomo.govt.nz/publications/application-forms-and-guides/resource-management-forms-and-guides) where you will find helpful guidance notes, or contact us on 0800 932 4357.

If this form is not completed in full and the necessary information provided, including the deposit fee, your application will be considered incomplete and will not be accepted for processing.

## Part A - Consent Information Requirements

### 1. Site Location Details

Site Address

Valuation Number

Legal Description

### 2. Type of Application

This application is for:

Landuse Consent

Subdivision Consent

Joint Subdivision and Landuse Consent

### 3. Description of Proposed Activity (if insufficient space please provide an additional page)

### 4. Applicant Details (the name of the consent holder who will be responsible for the consent and any associated costs, unless otherwise stated in section 2)

First Name(s)

Last Name

First Name(s)

Last Name

**OR**

Name of Company/  
Trust/Organisation

Contact Person

Postal Address



Contact Numbers

Phone (day)

Mobile

Email

**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 WDC 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

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

Full Name(s)	<input type="text"/>
Postal Address	<input type="text"/>
	<input type="text"/>

### 5. Agent/Consultant Details (if different from above)

Tick here if N/A

Please note: all correspondence relating to this application will be sent to the agent

Company	<input type="text"/>	
Contact Person	<input type="text"/>	
Postal Address	<input type="text"/>	
	<input type="text"/>	
Contact Numbers	<input type="text"/>	<input type="text"/>
	Phone (day)	Mobile
Email	<input type="text"/>	

### 6. Correspondence and Invoices

All correspondence (excluding invoices) to be sent to:  Applicant  Agent/Consultant

All invoices to be sent to:  Applicant  Agent/Consultant

**Please note: where possible, all correspondence will be sent via email.**

### 7. Additional Consents Required

Are any additional resource consents needed for the proposed activity?

Yes  No If Yes, have they been applied for?  Application Ref:

Are there any other activities that are part of this proposal i.e. *Building Consent, HASNO Act*

Yes  No If Yes, please provide details

Is consent required under a National Environmental Standard? (NES)

Yes  No If Yes, please provide details

## 8. Pre-Application Information

Have you had a pre-application meeting regarding this proposal?

Yes  No

If Yes, date of Meeting

Name of Staff Member

## 9. Site Visit Requirements

As landowner and with the consent of any occupier or lessees, I agree to WDC staff or authorised consultants visiting the site 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

## 10. Notification of the Application

Are you requesting the application to be publicly notified?

Yes  No

If Yes, please attach an executive summary of your application to this consent for notification purposes.

## 11. 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).

I understand that the opportunity provided to me to review draft conditions is undertaken in good faith by WDC, and is intended to assist with producing fair, reasonable and practical conditions. I further understand that WDC will continue to process the application if a timely response is not provided by me/my agent following receipt of the draft conditions; and if time frames need to be extended (s37) I agree to such extension

## 12. Signature of Applicant(s) or Agent

### Please read these notes before signing the application form

I understand that WDC 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 WDC. Without limiting WDC's legal rights, if any steps, including the use of debt collectors 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 trust (private or family), a society (incorporated or unincorporated), or a company, in signing this application I/we are binding the trust, society or company to pay all of the above costs and guaranteeing to pay all the above costs in my/our personal capacity.

Applicant's Name

Date

Signature

Date

Applicant's Name

Date

Signature

Date

**Declaration for the agent authorised to sign on behalf of the applicant**

As authorised agent for the applicant, I confirm that I have read and understood the above notes and confirm that I have fully informed the applicant of their/its liability under this document, including for fees and other charges, and that I have the applicant's authority to sign this application on their/its behalf.

Applicant's Name

Signature

Date

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

**13. 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 WDC will be held at WDC's office and may be accessed upon request by a third party. Access to information held by WDC 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 WDC staff prior to lodging your application.

## Part B - Information to be submitted with your Application

**Please note: For more information on these requirements please refer to WDC's guidance note 'Completing your Resource Consent Application Form' and Schedule 4 of the Resource Management Act 1991.**

- Certificate of title(s) less than 3 months old for the site(s) to which this application relates. Please attach the title(s) and any consent notices, covenants, easements attached to the title(s)
- Locality plan or aerial photo. Please 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.
- 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 District Plan (i.e. protected trees or bush, natural hazards). Elevation plans may also be required.
- Detail(s) of the resource consent(s) being applied for including reference to specific rule(s) in the District Plan and reasons for consent.
- 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.
- An assessment of the activity against any relevant objectives, policies or rules in the District Plan.
- An assessment of the activity against the matters in Part 2 of the Resource Management Act 1991.
- An assessment of the activity against any relevant provision of a:
  - National Environmental Standard
  - National Policy Statement
  - Waikato Regional Policy Statement
  - Waikato Regional Plan
- Any written approvals, including details of those sought but not obtained. *Include the signed forms and include details of any other consultation undertaken.*
- Specialist reports. *Please refer to guidance notes for further information on whether a specialist report(s) may be required.*
- Iwi Consultation: For any proposal that may affect the Waipa River (and its catchments), consultation with local Iwi groups (i.e. Maniapoto) is required. Please refer to Te Ture Whaimana o te Awa o Waikato - The Vision and Strategy. If you are unsure whether your proposal may affect the Waipa River (and its catchments), please discuss this with WDC prior to lodgement.
- Subdivision Consents:** Please 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.

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

**Please note: An AEE must be completed in order for the application to be accepted for processing by WDC. If this is not completed, your application will be returned to you in accordance with section 88(3) of the Resource Management Act 1991.**

The sections in Part C are a guide only regarding the type of information you should include in your AEE. It is highly recommended that you refer to WDC's guidance note 'Completing an AEE'. This guide will provide information about how to complete this section.

- Please 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 the points contained in Part C. You are not required to attach Part C to your application if you have included a full AEE and assessment of the District Plan.



# Part C - Assessment of Environmental Effects (AEE) and 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**