

You must include all information required by this form. If all information is not included, the consent authority will return this to you and the correct information must be supplied before a written notice permitting your activity can be provided.

In order to be eligible for a deemed permitted boundary activity, the activity must meet the definition of boundary activity under section 87AAB(1) of the Act.

If all of the information required under section 87BA(1) of the Act is provided to the consent authority, the consent authority must notify you of your permitted boundary activity within 10 working days after the date on which it receives the information.

Please print clearly and complete all sections.

1. Applicant Name

Please provide the full name of the person or company applying for this permitted boundary activity.

2. Applicant Contact Details

Please complete all details.

Postal Address

Contact Numbers

Phone (day)

Mobile

Email

3. Description of Proposal

Please describe the proposed activity. You need to provide enough detail so that Waitomo District Council can be satisfied your proposal is a permitted activity. You therefore need to address the bulk and location rules relevant to the proposal.

4. Location of Proposal

Please complete with as many details as you can, so the site for your proposal is clearly identifiable. Please include details such as unit number, street number, street name and town.

Property Address

Valuation Number

Legal Description

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

Tick here if N/A



Please complete the section if you have an agent or other person acting on your behalf.

Agent/Company

Contact Person

Postal Address

Contact Numbers

Phone (day)

Mobile

Email

6. Correspondence and Invoices

All correspondence (excluding invoices) to be sent to:

Applicant

Agent/Consultant

Applicant

Agent/Consultant

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

7. Owner of Site (if different from applicant details above)

Please complete if you are not the owner of the site.

Full Name of Owners

Postal Address

Contact Numbers

Phone (day)

Mobile

Email

8. Additional Consents Required

Are any additional resource consents needed for the proposed activity? This includes any resource consents that may be required from the Regional Council under a Regional Plan.

Are there any other Resource Consents required?

Yes

No

If Yes, please provide details/
Resource Consent Number

Are there any Building Consents required?

Yes

No

If Yes, please provide details/
Building Consent Number

Is consent required under a Regional Plan?

Yes

No

If Yes, please provide details

9. Pre-Application Information

We recommend that you have a pre-application meeting to discuss your proposal with WDC's Planner. If you have had a pre-application meeting please provide us with details below.

Have you had a pre-application meeting?

Yes

No

If Yes, date of Meeting

Name of Staff Member

10. Site Visit Requirements

Part of the processing of your application may require a site visit to the location by a WDC staff member

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

11. Fee

We required deposit fee must be paid before any processing of the application will commence (please refer to Fees and Charges for Resource Consent Processing Fees).

I enclose fee of **\$165.00** for the processing of this application

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

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.

14. Important Note for Applicant

The information checklist provided below sets out the full set of mandatory information that WDC requires for you application to be considered complete.

If inadequate information is supplied with you application, this will result in the application being returned.

Your completed application should be submitted to WDC by:

Email: info@waitomo.govt.nz

Post: Waitomo District Council, PO Box 404, Te Kuiti 3941

Over the Counter: Waitomo District Council , Queen Street, Te Kuiti

15. Information to be submitted with your Application

- Certificate of Title(s)**
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).
- Site Plan**
Please provide an appropriate scale (e.g. 1:100) showing the location of the building in relation to all site boundaries
- Elevation Plans**
Please provide an appropriate scale (e.g. 1:50, 1:100 or 1:200) and show height and shape of buildings that are the subject of the application and the location of the allotment boundary.
- Completed written approval forms of affected person, plus signed site plan and elevations**
The written approval forms must be from all owners of a property with an infringed boundary. You must complete the written approval form provided by WDC.