



1.5 Names and addresses of owners and occupiers of the property (if other than the applicant):

Owner(s): \_\_\_\_\_

Occupier(s): \_\_\_\_\_

## 2.0 Location Details

2.1 Address of property: \_\_\_\_\_

2.2 Legal description: Lot: \_\_\_\_\_ DP: \_\_\_\_\_ CT: \_\_\_\_\_

2.3 Type of Human Environment: \_\_\_\_\_

2.4 Type of Natural Environment: \_\_\_\_\_

2.5 Waitakere Ranges Heritage Area (tick if applicable)

2.6 Building Consent Application number (if applicable): \_\_\_\_\_

## 3.0 Additional Consents

3.1 The following additional Resource Consents are / are not (delete one) required and have / have not (delete one) been applied for: (  box)

Water Permit  Discharge Permit  Subdivision Consent \_\_\_\_\_

Land Use Consent (e.g. earthworks)  Coastal Permit WCC-SPW # \_\_\_\_\_

Building Consent  ARC Consent RMA # \_\_\_\_\_

ABA: \_\_\_\_\_

Date of application: \_\_\_\_\_ Council: \_\_\_\_\_

## 4.0 Assessment of Effects

Provide an assessment of effects in accordance with the Fourth Schedule of the Act. (Describe the effect of the proposal on the environment (including neighbouring properties) and measures incorporated into the proposed activity to reduce effects to an acceptable level). For guidance on possible effects that may apply to your proposal, see the relevant District Plan Assessment Criteria for Resource Consents. Examples of adverse effects may include location, size and design of buildings, visual impacts, shading, flooding, erosion, instability, changes to contours, removal or alteration of landform and vegetation, traffic generation and parking impacts, noise, odour and contamination, hazardous facilities.

Applications in the Waitakere Ranges Heritage Area need to address the purpose and objectives of the Waitakere Ranges Heritage Area Act 2008.

You may need to get specialist consultant advice, e.g. geotechnical, flooding engineer, traffic consultant.

**Note** that for complex applications, specialist reports will be required.

## 5.0 Attachments

Attach all the additional information required to be included with this application. (Refer to the Resource Consent Application Check Sheet - Land Use and Subdivision, for a guide to the information to be submitted with your application.) List attachments:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## 6.0 Subdivision Application

\* As this is an application for subdivision consent, attach information that is sufficient to adequately define:

- (a) the position of all new boundaries; and
- (b) † the areas of all new allotments; and
- (c) the locations and areas of new reserves to be created, including any esplanade reserves and esplanade strips; and
- (d) the locations and areas of any existing esplanade reserves, esplanade strips and access strips; and
- (e) the locations and areas of land below mean high water springs of the sea, or of any part of the bed of a river or lake, to be vested in the Crown or local authority under Section 237A of the Resource Management Act 1991; and
- (f) the locations and areas of land to be set aside as new roads.
- (g) Show existing and new easements.
- (h) If the subdivision is to be staged, define the stages.

\* Delete if this is not an application for a subdivision consent.

† Delete if the subdivision involves a cross-lease, company lease or unit plan.

## 7.0 Authorisation

**Note:** The authorised agent must provide a written and signed authorisation from the applicant with the application.

Signature of Applicant/Authorised Agent: \_\_\_\_\_

Print name of Applicant/Authorised Agent: \_\_\_\_\_ Date: \_\_\_\_\_

If the named applicant is a company/trust please state your position/title and contact details: \_\_\_\_\_

I have authority to bind the company: (Signature) \_\_\_\_\_

(Please attach a copy of the Authorising Documents for company/trusts)

Address for service/correspondence: \_\_\_\_\_

Phone Number: Business: \_\_\_\_\_ Home: \_\_\_\_\_ Mobile: \_\_\_\_\_

Fax: \_\_\_\_\_ Email: \_\_\_\_\_

## 8.0 Duration of Consent

Under section 125 of the Resource Management Act 1991 a consent will lapse after 5 years unless given effect to. Note to give effect to means that the project has been established and any conditions are or have been satisfied.

I seek the following consent period for my proposal: \_\_\_\_\_ years.

- Notes:**
- 1 Please write in the number of years that you seek consent for.
  - 2 If this is left blank then the standard five year period will apply.
  - 3 If seeking a consent period greater than five years please attach an explanation to explain why a period greater than five years is required.
  - 4 You are not obliged to have a five year consent period, you can seek a shorter time if you wish.
  - 5 The Council may also use its discretion to impose a shorter period.

## 9.0 Additional Application Requirements (please ✓ box)

- 9.1 Is the site contaminated or have there been chemical sprays stored or used on the site? (If **yes**, a contamination assessment may be required.)  Yes  No
- 9.2 Is there hazardous substances on the site? (If **yes**, provide a Hazard Facilities Screening Procedure.)  Yes  No
- 9.3 Has there been hazardous substances previously on the site? (If **yes**, provide a contamination assessment.)  Yes  No
- 9.4 Is there a locked gate or security system restricting access by Council staff?  Yes  No
- 9.5 Do you have a dog on the property that might worry the inspecting Council staff?  Yes  No
- 9.6 The processing of your Resource Consent will require a visit to the subject site by our planning staff. Please indicate (✓ box) whether you agree to our staff visiting the property or not.  Yes  No
- 9.7 The processing of your Resource Consent may require Council offices to affix a notice/sign on site on a temporary basis in line with Councils statutory obligations. Please indicate whether you agree to a sign being affixed to the site or not.  Yes  No

As land owner and with the consent of any occupiers, I **agree** to Council staff visiting the site(s), and if necessary affixing a notice/sign which is the subject of this application, for the purpose of assessing this application.

Land owner/s signature/s : \_\_\_\_\_

**Note:** If our planning staff are unable to carry out a site visit or affix a sign on the site then they will not be able to process your application.

## 10.0 Fees and Payment Details

- 10.1 A minimum base and monitoring fee payment is required on lodgement of all applications. Refer to the current Regulatory Fees & Charges Schedule. These fees are not refundable.
- 10.2 Processing fees additional to the minimum base fee may be incurred if an application requires additional planning assessment, a hearing and/or any specialist inputs such as those related to drainage, infrastructure, landscape and visual amenity, traffic and parking matters and geotechnical issues. If the application is publicly notified and requires a hearing the minimum hearing fee is to be paid before the hearing.
- 10.3 Such additional fees may be invoiced during or at the end of the application process, in accordance with Section 36 of the Resource Management Act 1991.
- 10.4 All fees (other than the minimum fee) shall be paid in full without set-off or deduction of any kind within 14 days of the date of the invoice or prior to the issue of the Resource Consent, whichever is the sooner.
- 10.5 The applicant shall further pay to the Waitakere City Council all costs and expenses (including costs on a solicitor/client basis and debt collector's cost) incurred in the enforcing or attempting to enforce these terms and conditions or in seeking payment of all fees.
- 10.6 Where you fail to make payment of any amount on the due date, Waitakere City Council may in addition require you to compensate it by making payment of interest as liquidated damages on the amount due from the due date for payment until the date of actual payment at a rate equal to the current overdraft interest rate Waitakere City Council has with its principal registered bank.
- 10.7 Applicants name and address for accounts: \_\_\_\_\_

Business phone number: \_\_\_\_\_ Home phone number: \_\_\_\_\_

Mobile: \_\_\_\_\_ Fax: \_\_\_\_\_ Email: \_\_\_\_\_

GST number: \_\_\_\_\_

10.8 Minimum fee \$ \_\_\_\_\_ and monitoring fee \$ \_\_\_\_\_

10.9 Declaration \_\_\_\_\_  
Signed by /for and on behalf of applicant

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

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

This application **will not** be accepted by Council unless all the above required and appropriate information is provided (including the completed checklist).

### Please contact the Call Centre 839-0400 with any queries regarding this form.

- please allow adequate time for an initial review and site inspection (approx. 2 weeks) before you make enquiries concerning the progress of the processing of this application.
- please note your application may be rejected by council (within 5 working days) under section 88 of the resource management act if the information provided is inadequate.