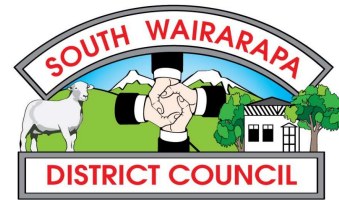


# LAND USE RESOURCE CONSENT APPLICATION

Please submit completed form to:  
**Planning Department**  
**South Wairarapa District Council**  
**PO Box 6**  
**Martinborough 5741**

Tel. 06 306 9611  
 enquiries@swdc.govt.nz



|            |  |
|------------|--|
| Rec'd date |  |
| Fee        |  |
| RC no.     |  |

**Standard fee deposit for Land Use Consents: \$680.00**

## SITE

**Please attach a current (up to three months old) Certificate of Title and any Easement, Consent Notice or Covenant documents listed on the title. These can be obtained from LINZ (0800 665 463) or Council can generate full titles and associated documents for \$20.**

*If the site is undergoing subdivision, please include the subdivision consent number \_\_\_\_\_.*

|                                         |
|-----------------------------------------|
| Street address of the proposed activity |
|                                         |
| Legal description of site               |
|                                         |
| Valuation number (if known)             |
|                                         |

## APPLICANT

*The applicant is responsible to Council for all costs associated with this application, including any bonds and financial contributions attached to the consent.*

|                              |    |    |    |
|------------------------------|----|----|----|
| Full name of owner/applicant |    |    |    |
| Organisation                 |    |    |    |
| Postal Address               |    |    |    |
| Street Address               |    |    |    |
| Phone numbers                | w. | h. | m. |
| Email                        |    |    |    |

## AGENT

*Address for service, if different to that of applicant.*

|                |    |    |    |
|----------------|----|----|----|
| Name           |    |    |    |
| Organisation   |    |    |    |
| Postal Address |    |    |    |
| Street Address |    |    |    |
| Phone numbers  | w. | h. | m. |
| Email          |    |    |    |

### Signature of Applicant or Agent

|           |  |
|-----------|--|
| Signature |  |
| Name      |  |
| Date      |  |

# PROPOSAL

*Please attach a fully dimensioned and to-scale site plan showing all proposed and existing buildings, their uses, and distances to all boundaries. Include driveway and parking details as well as elevations of proposed buildings.*

Please provide a clear description of the proposed activity. Attach additional pages if necessary.

# RELOCATED BUILDINGS

*Please attach additional information for relocated buildings:*

- A comprehensive report on the condition of the exterior of the building, to be done by a qualified builder or engineer, including a list of what needs to be repaired
- Colour photos of each elevation, including the roof
- A detailed transportation route

Please note that these requirements are in addition to obtaining Building Consent from the Building Department. Both the Building Consent and Resource Consent MUST be approved prior to relocating the building.

# ASSESSMENT OF ENVIRONMENTAL EFFECTS

An assessment of effects **MUST** be completed detailing the scale and impact that the proposed activity may have on the environment.

Environment includes: ecosystems and their constituent parts, including people and communities; all natural and physical resources; any amenity values; and the social, economic, aesthetic and cultural conditions which affect these matters.

Factors to consider include: effects on neighbouring properties (visual, noise, fumes, dust), landscape issues, the scale of the project, parking issues, potential contaminants, any effects on (or introduction of) plants and animals, landscape, and any historical, scientific or cultural values.

Please contact a Planner at the South Wairarapa District Council if you require assistance, or refer to the RMA website: <http://www.mfe.govt.nz/publications/rma/aee-guide-aug06/index.html>

## **1. Brief description of the proposed activity:**

## **2. Discussion of the actual and potential effects the activity may have on the environment:**

## **3. Methods for avoiding, remedying or mitigating any adverse effects:**

**4. Description of alternative locations or methods considered:**

**5. Identification of people affected by the proposal, consultation undertaken (if any) and outcomes from that consultation:**

**6. Discussion of how effects could be controlled and/or monitored:**

## AFFECTED PARTIES



***Please attach a Written Approval form for each affected party.***

Examples of affected parties:

- Neighbours of a proposed non-residential activity in a residential area
- A body, such as the New Zealand Historic Places Trust, who may have an interest in heritage listed buildings
- Neighbours across the street and/or next door to a house proposed to be erected in breach of building setback rules

Please contact a Planner at the South Wairarapa District Council if you need help determining who is an affected party. Please note that written approvals with conditions will not be accepted.

# CHECKLIST

Tick each box that is relevant to your application and attach all information. Please write "N/A" for those that do not apply.

| √ or N/A |                                                                                                                                                                              |
|----------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|          | <b>Completed application</b>                                                                                                                                                 |
|          | <ul style="list-style-type: none"> <li>all sections completed, including a full description of the proposal and an assessment of effects on the environment (AEE)</li> </ul> |
|          | <b>Copy of a current Certificate of Title</b> (less than 3 months old)                                                                                                       |
|          | <ul style="list-style-type: none"> <li>or copy of purchase agreement where the CT has not yet been issued</li> </ul>                                                         |
|          | <b>Application fee</b>                                                                                                                                                       |
|          | <ul style="list-style-type: none"> <li>See attached fee schedule</li> </ul>                                                                                                  |
|          | <b>Fully dimensioned or to scale site plan (A3 or A4) showing:</b>                                                                                                           |
|          | <ul style="list-style-type: none"> <li>Location and use of all existing and proposed buildings <b>and</b> their distances to boundaries and waterways</li> </ul>             |
|          | <ul style="list-style-type: none"> <li>Vehicle access, turning and parking areas</li> </ul>                                                                                  |
|          | <ul style="list-style-type: none"> <li>Location of any listed/protected trees/areas of vegetation</li> </ul>                                                                 |
|          | <ul style="list-style-type: none"> <li>Areas of proposed filling, excavation and retaining walls</li> </ul>                                                                  |
|          | <b>Fully dimensioned or to scale floor plans (A3 or A4) showing:</b>                                                                                                         |
|          | <ul style="list-style-type: none"> <li>Proposed building use</li> </ul>                                                                                                      |
|          | <ul style="list-style-type: none"> <li>Location of kitchens and bathrooms</li> </ul>                                                                                         |
|          | <ul style="list-style-type: none"> <li>Doors and windows</li> </ul>                                                                                                          |
|          | <ul style="list-style-type: none"> <li>Overall dimensions</li> </ul>                                                                                                         |
|          | <b>Fully dimensioned or to scale elevation drawings (A3 or A4) showing:</b>                                                                                                  |
|          | <ul style="list-style-type: none"> <li>Maximum height</li> </ul>                                                                                                             |
|          | <ul style="list-style-type: none"> <li>Recession planes</li> </ul>                                                                                                           |
|          | <ul style="list-style-type: none"> <li>Floor levels and ground levels</li> </ul>                                                                                             |
|          | <ul style="list-style-type: none"> <li>Doors and windows</li> </ul>                                                                                                          |
|          | <b>Assessment of Environmental Effects</b>                                                                                                                                   |
|          | <ul style="list-style-type: none"> <li>filled out as part of the application or attached as a separate report</li> </ul>                                                     |
|          | <b>Written Approvals</b> from any affected parties                                                                                                                           |

Please note that this checklist is a general guide only. Please check with a Planner at the Council if you are unsure of the requirements for your particular application.

For more complex applications please refer to Part C, Section 26 "Information to be Supplied with Resource Consents" of the Combined Wairarapa District Plan available on Council's website [www.swdc.govt.nz](http://www.swdc.govt.nz).

## PRIVACY INFORMATION

All the relevant information in this form is required under the Resource Management Act 1991. Under this act information contained in this application must be made available to the public. You have the right to access the information held about you by the Council that can be readily retrieved. You can request that the Council correct any personal information it holds about you.

## WHAT HAPPENS WHEN FURTHER INFORMATION IS REQUESTED?

Under section 92 of the Resource Management Act 1991, after an application has been accepted, Council can request further information from the applicant to better understand the nature of the proposed activity. The application will be placed on hold until the further information is received.

## **IMPORTANT NOTES FOR THE APPLICANT**

1. Please ensure your application is complete. If information is omitted Council will return the application to you within five working days under s88(3) of the RMA. Contact the Planning department with questions about application requirements on 06 306 9611 prior to lodgement.
2. Please check the accuracy of the information supplied. If the Planning department has to request further information, the application will be placed on hold until that further information is received.
3. The required **application fee** must be paid before processing will start. If the application requires notification, the applicable notification fee must be paid prior to notification.
4. If resource consent is granted, the applicant is legally required to comply with any conditions of the consent once they commence the activity. Any bonds or contributions may be required prior to any work commencing.
5. If the cost to process the application exceeds the application fee paid, a further invoice will be sent to the applicant. If you are an agent and do not want to be liable for fees, please ensure the owner/applicant signs the form.
6. Resource consents are **in addition to** any building consents required for your project. Building may not commence until the building consent **and** resource consent have been granted.
7. Consultation with neighbours and other affected parties is the responsibility of the applicant.
8. When this application is lodged with Council it becomes public information and is available for public inspection. If there is commercially sensitive information in the proposal, please let us know at the time of lodgement.



**South Wairarapa District Council**  
19 Kitchener Street, Martinborough  
PO Box 6, Martinborough  
Tel: (06) 306 9611  
Fax: (06) 306 9373  
Email: enquiries@swdc.govt.nz

## *RESOURCE MANAGEMENT ACT 1991*

### WRITTEN APPROVAL OF AFFECTED PARTIES ON APPLICATION FOR RESOURCE CONSENT

**I / We** *(Name and Address of Neighbour / Affected Party) :*

Name *(All names as listed on the Certificate of Title if jointly owned):*

Address *(or property/valuation):*

Relation to property *(Owner/Tenant):*

**hereby grant my/our consent to** *(Name of Applicant):*

**for** *(Description of Application) :*

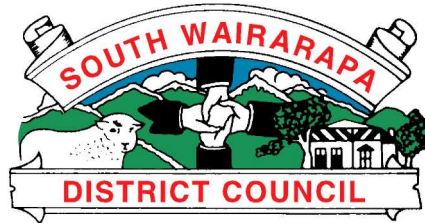
*Please note: Both owners and tenants are considered to be affected parties*

- I/We confirm that we have been shown the application, the plans of the proposal and the assessment of environmental effects prepared by the Applicant to be submitted as the application.
- I/We also understand that this consent can, in certain circumstances, be withdrawn.
- I/We confirm that I/we have the authority to sign on behalf of all the other owners of the property and all the occupiers.

Print Name: \_\_\_\_\_

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

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



**Guide to Resource Consent Fees 2011-2012**

| <b>APPLICATION</b>                                                                                                                                   | <b>DEPOSIT</b>    |
|------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------|
| Change to a District Plan                                                                                                                            | <b>\$2,250.00</b> |
| Non-notified land use consent, Certificate of Compliance, minor boundary adjustment (where no additional saleable lots are created) or right of way. | <b>\$680.00</b>   |
| Limited notified land use consent.                                                                                                                   | <b>\$1,125.00</b> |
| Non-notified subdivision.                                                                                                                            | <b>\$1,125.00</b> |
| Limited notified subdivision (up to 4 lots – add \$100 for each additional lot beyond the 4 <sup>th</sup> lot).                                      | <b>\$1,535.00</b> |
| Publicly notified resource consents and requests for designations or heritage orders.                                                                | <b>\$2,250.00</b> |
| Change/cancellation of conditions pursuant to s127.                                                                                                  | <b>\$340.00</b>   |
| Hearing fee – per hour (staff time at hearings is additional to this fee).                                                                           | <b>\$360.00</b>   |
| Objections to consents.                                                                                                                              | <b>\$340.00</b>   |
| Planner's hourly rate (for time spent above the costs covered by the above fee deposits).                                                            | <b>\$115.00</b>   |

***If resource consent is granted the following costs may also apply:***

| <b>CERTIFICATION</b>                                                                                                           | <b>FEE</b>      |
|--------------------------------------------------------------------------------------------------------------------------------|-----------------|
| s.221 Certificate<br><i>(any consent notices that need to be listed on the title)</i>                                          | <b>\$115.00</b> |
| s.223 Survey Plan approval<br><i>(certifies that the final survey plan is in accordance with the resource consent granted)</i> | <b>\$225.00</b> |
| s.224 Certificate<br><i>(certifies that all of the conditions of the resource consent are in compliance)</i>                   | <b>\$515.00</b> |
| All other Certificates or Approvals associated with or resulting from subdivision or development.                              | <b>\$225.00</b> |

***Financial Contributions*** – Development pays a proportion of the costs to upgrade and expand existing infrastructure:

| <b>CONTRIBUTION</b>       | <b>Urban zone</b>                                                     | <b>Rural zone</b>                                                                         |
|---------------------------|-----------------------------------------------------------------------|-------------------------------------------------------------------------------------------|
| Reserve Contribution<br>* | 3% of land value (plus GST)                                           | 2% of land value (plus GST) up to a combined cap of \$7,500.00 with roading contribution. |
| Roading Contribution<br>* | 2% of land value (plus GST)                                           | 3% of land value (plus GST) up to a combined cap of \$7,500.00 with reserve contribution. |
| Infrastructure            | \$5,000.00 (plus GST)                                                 | N/A                                                                                       |
| <i>Example estimates</i>  | <i>(For a lot valued at \$120,000.00):<br/>\$11,000.00 (plus GST)</i> | <i>(For a lot valued at \$300,000.00):<br/>\$7,500.00 (plus GST)</i>                      |

\* *These contributions may be required in the form of money, land or any combination thereof*

The above fees are typical but are intended as a guide only. Any processing costs incurred by Council that are additional to the deposits listed will be payable by the applicant. In addition, other financial contributions, fees or costs may be incurred. The above fees are current as of 1 July 2011.

Please be aware that subdivision is likely to incur other costs such as forming and sealing entrance ways and right of ways, connecting water and sewer in urban areas, testing septic tank systems, engaging a surveying/engineering service and creating new titles.

**For more information please phone 06 306 9611, fax 06 306 9373 or email [enquiries@swdc.govt.nz](mailto:enquiries@swdc.govt.nz).**