

# 1 Resource Consent Application



This application is made under Section 88 of the Resource Management Act 1991. *(For Office Use Only)*

Deposit Paid: \$

## Charges / Deposits

A deposit **must** accompany the application (see page 8 for amounts). The applicant will be invoiced for all costs incurred in processing this application that exceed the deposit.

Council can accept electronic lodgement of applications if sent to [public.enquiries@orc.govt.nz](mailto:public.enquiries@orc.govt.nz). Include "consent application" in the subject line.

Please complete the application in pen. For questions marked with an \* you will find notes on page 4

### 1.\* Applicant(s) Details

Applicant(s) name(s) in full: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**OR** Company Name (in full) \_\_\_\_\_

**OR** Names of Trustees (in full) if Applicant is a Trust \_\_\_\_\_  
\_\_\_\_\_

**or** Name of Incorporation \_\_\_\_\_

Postal Address \_\_\_\_\_  
\_\_\_\_\_ Post Code \_\_\_\_\_

Street Address \_\_\_\_\_  
(not a P O box number) \_\_\_\_\_ Post Code \_\_\_\_\_

Phone Number Business \_\_\_\_\_ Private \_\_\_\_\_  
Mobile \_\_\_\_\_ Fax \_\_\_\_\_

Email Address \_\_\_\_\_

*(Please provide a valid and clear email address. The Council's default contact method for correspondence is via electronic means)*

If you do not prefer contact by electronic means, please tick

### 1(a). Key Contact for Applicant Details

If the applicant consists of multiple parties (e.g. multiple consent holders, Trust etc) please outline who the key contact for the consent will be, if granted.

Key contact name(s) in full: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Postal Address \_\_\_\_\_  
\_\_\_\_\_ Post Code \_\_\_\_\_

Street Address \_\_\_\_\_  
(not a P O box number) \_\_\_\_\_  
\_\_\_\_\_ Post Code \_\_\_\_\_

Phone Number Business \_\_\_\_\_ Private \_\_\_\_\_  
Mobile \_\_\_\_\_ Fax \_\_\_\_\_

Email Address \_\_\_\_\_

*(Please provide a valid and clear email address. The Council's default contact method for correspondence is via electronic means)*

If you do not prefer contact by electronic means, please tick

**2.\* Consultant/Contact Details (if not applicable)**

Name of Consultant/ Contact Person: \_\_\_\_\_

Postal Address \_\_\_\_\_  
\_\_\_\_\_ Post Code \_\_\_\_\_

Phone Number Business \_\_\_\_\_ Private \_\_\_\_\_  
Mobile \_\_\_\_\_ Fax \_\_\_\_\_

Email Address \_\_\_\_\_

*(Please provide a valid and clear email address. The Council's default contact method for correspondence is via electronic means)*

If you do not prefer contact by electronic means, please tick

**3. On Site Supervisor/Manager Contact Details (if applicable)**

Name of On Site Supervisor/Manager Person: \_\_\_\_\_

Postal Address \_\_\_\_\_  
\_\_\_\_\_ Post Code \_\_\_\_\_

Phone Number Business \_\_\_\_\_ Private \_\_\_\_\_  
Mobile \_\_\_\_\_ Fax \_\_\_\_\_

Email Address \_\_\_\_\_

*(Please provide a valid and clear email address. The Council's default contact method for correspondence is via electronic means)*

If you do not prefer contact by electronic means, please tick

**4.\* a) Are there any current or expired resource consents relating to this proposal?**

Yes  No

If yes, give Consent Number(s) and Description: \_\_\_\_\_

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

**b) Do you agree to your current consent automatically being surrendered should a replacement consent be issued.**

Yes       No

**c) Has there been a previous application for this activity that was returned as incomplete?**

Yes       No

If yes, give Consent Number(s) and Description: \_\_\_\_\_

\_\_\_\_\_

**d) Have you a pre-application lodged with Council for this activity?**

Yes       No

If yes, give pre-application Number(s) and Description: \_\_\_\_\_

\_\_\_\_\_

**e) Have you spoken to a Council staff member about this application prior to lodging this application?**

Yes       No      If yes, please state name of staff member \_\_\_\_\_

**5. The applicant is (tick one):**  owner     leasee     prospective purchaser    **of the land on which the activity occurs.**

**6\*. Who is the owner of the land on which the activity occurs/is to occur? (only complete if applicant is not the landowner)**

Name of landowner: \_\_\_\_\_

Postal Address \_\_\_\_\_

\_\_\_\_\_ Post Code \_\_\_\_\_

Phone Number      Business \_\_\_\_\_      Private \_\_\_\_\_

Mobile \_\_\_\_\_      Fax \_\_\_\_\_

Email Address \_\_\_\_\_

**7\*. Who is the occupier of the land on which the activity occurs/is to occur? (only complete if the applicant is not the land occupier)**

Name of land occupier \_\_\_\_\_

Postal Address \_\_\_\_\_

\_\_\_\_\_ Post Code \_\_\_\_\_

Phone Number      Business \_\_\_\_\_      Private \_\_\_\_\_

Mobile \_\_\_\_\_      Fax \_\_\_\_\_

Email Address \_\_\_\_\_

**8\*. Who leases the land on which the activity occurs/is to occur? (only complete if land is leased and it is not leased to the applicant)**

Name of land leasee \_\_\_\_\_  
Postal Address \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
Post Code \_\_\_\_\_  
Phone Number Business \_\_\_\_\_ Private \_\_\_\_\_  
Mobile \_\_\_\_\_ Fax \_\_\_\_\_  
Email Address \_\_\_\_\_

**9. Tick the consents required in relation to this proposal:**

Water

- Take Surface Water                       Divert  
 Take Groundwater                       Dam

Discharge onto or into:

- Land                                       Water                                       Air

Land Use:

- Bore construction                       Bore alteration  
 Activities in or on beds of lakes or rivers or floodbanks  
 Disturbance of contaminated land

Coastal:     Activities in the coastal marine area (i.e., below mean high water spring tide)?

*Where you have indicated the type of consent that is required, you must complete the appropriate Application Form before your application can be processed. Application Forms can be found on the Council's website: [www.orc.govt.nz](http://www.orc.govt.nz).*

**10. What is the maximum term of consent you are seeking? \_\_\_\_\_ years**

**11. Territorial Local Authority in which activity is situated?**

- Dunedin City Council                       Queenstown Lakes District Council  
 Clutha District Council                       Waitaki District Council  
 Central Otago District Council

**12\*. Do you require any other resource consent from any local authority for this activity?**

- Yes                       No

If Yes, please list: \_\_\_\_\_

Have these consents been applied for/issued?     Yes                       No    If Yes

If Yes, please give the date applied for or issued: \_\_\_\_\_

## Notes on Application Form Details

### 1. Applicant(s) Details

A resource consent can only be held by a legal organisation or fully named individual(s). A legal organisation includes a limited company, incorporated group or registered trust. If the application is for a trust the full names of all trustees are required. If the application is not for a limited company, incorporated group or trust, then you must use fully named individual(s).

### 2. Consultant/Contact Details

If you are using a consultant/agent for this application put their details here. If you are not, leave question 2 blank.

### 4 Previous Consent

Do you currently have a resource consent to do the activity that you are applying to renew with this application? If so, please enter the permit number if known and a brief description including the date of issue and the expiry date.

### 6-8 Landowner, occupier and leasee

If you are not the landowner, land occupier or leasee of the land where the activity will be undertaken, you may be required to obtain their unconditional written approval to your application. On pg 6 there is a form that can be used.

### 12. Additional Consents

If you are carrying out earthworks or building work you may need other consents from either the ORC or your Territorial Local Authority.

## Declaration

**Before signing the declaration below, in order to provide a complete application have you remembered to:**

Fully completed this Form 1 and the necessary Application Forms

Attached the required deposit.( or pay on line) (see page 8 for deposit that is payable)   
*Cheques payable to Otago Regional Council*

**Please note:** your deposit may not cover the entire cost of processing your application. At the end of the application process you will be invoiced for any costs that exceed the deposit. Interim invoices may be sent out for applications, where appropriate.

**If the required deposit does not accompany your application, staff will contact you on the phone number provided on this form to request payment, and after 3 working days your application will returned if no payment is made for the required deposit.**

**I/we hereby certify that to the best of my/our knowledge and belief, the information given in this application is true and correct.**

**I/we undertake to pay all actual and reasonable application processing costs incurred by the Otago Regional Council.**

Name/s \_\_\_\_\_  
(BLOCK CAPITALS)

Signature/s \_\_\_\_\_  
(or person authorised to sign on behalf of applicant)

Designation \_\_\_\_\_ Date \_\_\_\_\_  
(e.g., owner, manager, consultant)

Otago Regional Council Postal Address: 70 Stafford St, Private Bag 1954, Dunedin 9054

## Consultation

– (consultation is not compulsory, but it can make a process easier and reduce costs).

Under Section 95E of the Resource Management Act 1991 (the Act) the Council will identify affected parties to an application and if the application is to be processed on a non-notified basis the unconditional written approval of affected parties will be required. Consultation with potentially affected parties and interested parties can be commenced prior to lodging the application.

Consultation may be required with the appropriate Tangata Whenua for the area. The address of the local Iwi office is: Aukaha, 258 Stuart Street, P O Box 446, Dunedin, Fax (03)477-0072, Phone (03) 477-0071, email: info@aukaha.co.nz. If you require further advice please contact the Otago Regional Council.

Good consultation practices include:

- Giving people sufficient information to understand your proposal and the likely effects it may have on them
- Allowing sufficient time for them to assess and respond to the information
- Considering and taking into account their responses

Written approval forms are appended to this form on Page 9.

## Information Requirements

In order for any consent application to be processed efficiently in the minimum time and at minimum cost, it is critical that as much relevant information as possible is included with the application. **Where an application is significantly incomplete, the Consent Authority may decide not to accept the application for processing.**

### Resource Management Act 1991

#### FOURTH SCHEDULE—ASSESSMENT OF EFFECTS ON THE ENVIRONMENT

(Below are the provisions of the 4<sup>th</sup> schedule of the Act, which describes what must be in an application for resource consent, as amended in 2015.)

#### 1 Information must be specified in sufficient detail

Any information required by this schedule, including an assessment under clause 2(1)(f) or (g), must be specified in sufficient detail to satisfy the purpose for which it is required.

#### 2 Information required in all applications

- (1) An application for a resource consent for an activity (the **activity**) must include the following:
  - (a) a description of the activity;
  - (b) a description of the site at which the activity is to occur;
  - (c) the full name and address of each owner or occupier of the site;
  - (d) a description of any other activities that are part of the proposal to which the application relates;
  - (e) a description of any other resource consents required for the proposal to which the application relates;
  - (f) an assessment of the activity against the matters set out in Part 2;
  - (g) an assessment of the activity against any relevant provisions of a document referred to in section 104(1)(b). (*"document" includes regional & district plans, regulations, national policy statements, iwi plans*)
- (2) The assessment under subclause (1)(g) must include an assessment of the activity against—
  - (a) any relevant objectives, policies, or rules in a document; and
  - (b) any relevant requirements, conditions, or permissions in any rules in a document; and
  - (c) any other relevant requirements in a document (for example, in a national environmental standard or other regulations).
- (3) An application must also include an assessment of the activity's effects on the environment that—
  - (a) includes the information required by clause 6; and
  - (b) addresses the matters specified in clause 7; and
  - (c) includes such detail as corresponds with the scale and significance of the effects that the activity may have on the environment.

#### 3 Additional information required in some applications

An application must also include any of the following that apply:

- (a) if any permitted activity is part of the proposal to which the application relates, a description of the permitted activity that demonstrates that it complies with the requirements, conditions, and permissions for the permitted activity (so that a resource consent is not required for that activity under section 87A(1));
- (b) if the application is affected by section 124 or 165ZH(1)(c) (which relate to existing resource consents), an assessment of the value of the investment of the existing consent holder (for the purposes of section 104(2A));
- (c) if the activity is to occur in an area within the scope of a planning document prepared by a customary marine title group under section 85 of the Marine and Coastal Area (Takutai Moana) Act 2011, an assessment of the activity against any resource management matters set out in that planning document (for the purposes of section 104(2B))

**4 (relates to subdivisions- not included here as subdivisions not ORC jurisdiction.)**

**5 Additional information required in application for reclamation**

An application for a resource consent for reclamation must also include information to show the area to be reclaimed, including the following:

- (a) the location of the area;
- (b) if practicable, the position of all new boundaries;
- (c) any part of the area to be set aside as an esplanade reserve or esplanade strip.

**Assessment of environmental effects**

**6 Information required in assessment of environmental effects**

- (1) An assessment of the activity's effects on the environment must include the following information:
  - (a) if it is likely that the activity will result in any significant adverse effect on the environment, a description of any possible alternative locations or methods for undertaking the activity;
  - (b) an assessment of the actual or potential effect on the environment of the activity;
  - (c) if the activity includes the use of hazardous substances and installations, an assessment of any risks to the environment that are likely to arise from such use;
  - (d) if the activity includes the discharge of any contaminant, a description of—
    - (i) the nature of the discharge and the sensitivity of the receiving environment to adverse effects; and
    - (ii) any possible alternative methods of discharge, including discharge into any other receiving environment;
  - (e) a description of the mitigation measures (including safeguards and contingency plans where relevant) to be undertaken to help prevent or reduce the actual or potential effect;
  - (f) identification of the persons affected by the activity, any consultation undertaken, and any response to the views of any person consulted;
  - (g) if the scale and significance of the activity's effects are such that monitoring is required, a description of how and by whom the effects will be monitored if the activity is approved;
  - (h) if the activity will, or is likely to, have adverse effects that are more than minor on the exercise of a protected customary right, a description of possible alternative locations or methods for the exercise of the activity (unless written approval for the activity is given by the protected customary rights group).
- (2) A requirement to include information in the assessment of environmental effects is subject to the provisions of any policy statement or plan.
- (3) To avoid doubt, subclause (1)(f) obliges an applicant to report as to the persons identified as being affected by the proposal, but does not—
  - (a) oblige the applicant to consult any person; or
  - (b) create any ground for expecting that the applicant will consult any person.

**7 Matters that must be addressed by assessment of environmental effects**

- (1) An assessment of the activity's effects on the environment must address the following matters:
  - (a) any effect on those in the neighbourhood and, where relevant, the wider community, including any social, economic, or cultural effects;
  - (b) any physical effect on the locality, including any landscape and visual effects;
  - (c) any effect on ecosystems, including effects on plants or animals and any physical disturbance of habitats in the vicinity;
  - (d) any effect on natural and physical resources having aesthetic, recreational, scientific, historical, spiritual, or cultural value, or other special value, for present or future generations;
  - (e) any discharge of contaminants into the environment, including any unreasonable emission of noise, and options for the treatment and disposal of contaminants;
  - (f) any risk to the neighbourhood, the wider community, or the environment through natural hazards or the use of hazardous substances or hazardous installations.
- (2) The requirement to address a matter in the assessment of environmental effects is subject to the provisions of any policy statement or plan.

Set out below are details of the amounts payable for those activities to be funded by fees and charges, as authorised by s36(1) of the Resource Management Act 1991.

## Resource Consent Application Fees (from 1 July 2018)

Note that the fees shown below are a **deposit** to be paid on lodgement of a consent application and applications for exemptions in respect of water metering devices. This deposit will not usually cover the full cost of processing the application, and further costs are incurred at the rate shown in the scale of charges. GST is included in all fees and charges.

If you wish to make a payment via internet banking, or on line, the details are below. Please note the applicants name and "consent application" should be used as reference when paying the deposit -

**BNZ George Street, Dunedin - 02 0900 0532547 00. For on line go to [ORC.govt.nz](http://ORC.govt.nz) and follow prompts**

<b>Publicly Notified Applications:</b> <sup>3</sup>	<b>\$</b>
First application	5,000.00
Concurrent applications	225.00

<b>Non Notified Applications and Limited Notified Applications:</b> <sup>3</sup>	<b>\$</b>
First application (except those below)	1,000.00
Concurrent applications <sup>1</sup>	50.00
Variation to conditions – s127	1,000.00
Administrative variation – s127	500.00
Exemptions from water measuring Regulations	200.00
Bores	500.00
Gravel	500.00

<b>Hearings</b>	Per Note 2 below
Payment for Commissioner request – s100A	Per Note 4 below

<b>Objections</b>	
Payment for Commissioner request – s357AB	Per Note 4 below

<b>Transfers and Certificates Deposits:</b>	<b>\$</b>
Transfer of permits and consents	100.00
Priority Table	100.00
Section 417 Certificate	200.00
Certificate of Compliance	200.00
Section 125 – Extension of lapse date	100.00
All Other Costs	As per Scale of Charges

	<b>From 1 July 2018</b>
<b>Scale of Charges:</b>	<b>\$</b>
Staff time per hour:	
* Executive staff	235.00
* Senior Technical/Scientist	170.00
* Technical/Scientist	125.00
* Field Staff	100.00
* Administration	85.00
Disbursements	Actual
Additional site notice	Actual
Advertisements	Actual
Vehicle use per kilometre	0.70
Travel and accommodation	Actual
Testing charges	Actual
Consultants	Actual
Commissioners	Actual
Photocopying and printing	Actual
Councillor hearing fees per hour	
*Chairperson	100
*Member	80
*Expenses	Actual

### Notes

- For additional permits in respect of the same site, activity, applicant, time of application, and closely related effect as the first application.
- The deposit payable shall be 90% of the cost of a hearing as calculated by Council in accordance with information contained in the application file and using the scale of charges. The amount payable will be due at least 10 working days before the commencement of the hearing. If the amount is not paid by the due date, then the Otago Regional Council reserves the right under S36 (7) of the Resource Management Act to stop processing the application. This may include cancellation of the hearing.



Should a hearing be cancelled or postponed due to the non payment of the charge, the applicant will be invoiced for any costs that arise from that cancellation or postponement.

Following completion of the hearing process, any shortfall in the recovery of hearing costs will be invoiced, or any over recovery will be refunded to the applicant.

Under Section 100A of the RMA, one or more submitters may make a request to have a resource consent application heard by one or more hearing commissioners who are not members of Council. In this case the applicant will pay the amount that Council estimates it would cost for the application to be heard had the request not been made, and the submitter(s) who made the request will pay, in equal shares, the cost of the application being heard that exceeds that amount payable by the applicant.

Further, the applicant may request to have a resource consent application heard by one or more hearing commissioners who are not members of Council. In this case, the applicant will pay the full costs.

3. Where actual and reasonable costs are less than the deposit paid, a refund will be given.
4. Where an applicant requests under s100A (for a consent hearing) or under s357AB (for the hearing of an objection) an independent commissioner(s); the applicant will be required to pay any increase in cost of having the commissioner(s).

Where a submitter(s) requests under s100A an independent commissioner(s) any increase in costs that is in addition to what the applicant would have paid shall be paid by the submitter. If there is more than one submitter who has made such request the costs shall be evenly shared.

### Administrative Charges

The following one-off administration charges shall apply to all resource consent applications received:

<b>Publicly Notified and Limited Notified Applications</b>	<b>\$</b>
First application	100.00
Concurrent applications	50.00
 <b>Non-Notified Applications</b>	 <b>\$</b>
First application	50.00
Concurrent applications	25.00
 <b>Other</b>	 <b>\$</b>
Certificate of Compliance	25.00
Section 417 Certificate	25.00
Exemptions from water metering regulations	25.00

### Review of Consent Conditions

Following the granting of a consent, a subsequent review of consent conditions may be carried out at either request of the consent holder, or, as authorised under Section 128, as a requirement of Council. Costs incurred in undertaking such reviews will be payable by the consent holder at the rates shown in the Scale of Charges above.

Reviews initiated by Council will not be charged to consent holders.

## Compliance Monitoring Charges (from 1 July 2017)

### 1. Performance Monitoring

The following charges will apply to the review of performance monitoring reports for all consent holders, except those listed in section 1.6 below. The charges shown are annual fixed fees per performance monitoring report or plan, and are inclusive of GST.

		<b>From 1 July 2017</b>
		<b>\$</b>
<b>1.1 Discharge to Air Consent</b>		
Measurement of contaminants from a Stack report		86.00
Ambient air quality measurement of contaminants report		100.00
Management plans and maintenance records		33.50
Annual Assessment report		66.50
 <b>1.2 Discharge to Water, Land and Coast</b>		 <b>\$</b>
• Effluent Systems	Environmental Quality report	46.50
	Installation producer statements	60.00
	Return of flow/discharge records	60.00
• Active Landfills	Environmental Quality report	58.00
	Management Plans	130.00
• Industrial Discharges	Effluent quality report	42.00
	Environmental report	92.50
	Return of flow/discharge records	60.00
Annual Assessment report		50.00
Management Plans – minor environmental effects		130.00
Management Plans – major environmental effects		260.00

Maintenance records	30.00
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### **1.3 Water Takes**

Verification reports	60.00
Annual assessment report	50.00
Manual return of data per take	80.00
Datalogger return of data per take sent to the ORC	50.00
Telemetry data per consent	35.00
Administration fee – water regulations	100.00
Low flow monitoring charge*	
- Kakanui at McCones	327.00
- Unnamed Stream at Gemmels	1,431.00

\*Charge for monitoring sites established by the ORC specifically to monitor consented activities in relation to river flows.

### **1.4 Structures**

Inspection reports for small dams	130.00
Inspection reports for large dams	260.00
Structure integrity reports	80.00

### **1.5 Photographs**

Provision of photos	60.00
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### **1.6 Set Fees for Specific Consent Holders**

Performance monitoring fees will be charged as 75% of actual costs for the following consent holders

Dunedin City Council  
Central Otago District Council  
Clutha District Council  
Queenstown Lakes District Council  
Waitaki District Council  
Ravensdown  
Contact Energy  
Trustpower  
Pioneer Generation

Additional charges may be incurred for new consents granted during the year.

## **2. Audit**

Audit work will be charged at half of the actual cost incurred, with the actual costs being calculated using the Scale of Charges.

## **3. Non-Compliance, Incidents and Complaints**

Enforcement work on consent conditions, and remedying negative effects from permitted activities – Scale of Charges.

### **Gravel Inspection and Management**

Gravel extraction fee – \$0.66 per cubic metre (incl. GST). Where more than 10,000 cubic metres of gravel is extracted within a prior notified continuous two month period, the actual inspection and management costs will be charged, as approved by the Director Corporate Services.

## Written Approvals of Persons Likely to be Adversely Affected

I/We (Please print full name/s) \_\_\_\_\_

of (Address) \_\_\_\_\_

I /we have read the full application for the proposal by (Applicant)

\_\_\_\_\_

for a Resource Consent (Number) \_\_\_\_\_ to \_\_\_\_\_

\_\_\_\_\_

and give my/our written approval to the proposed activity/activities.

In signing this written approval I/we understand that:

- The consent authority must decide that I/we am/are no longer an affected person, and disregard adverse effects on me/us
- That /we I may withdraw my/our written approval in writing before the hearing, or if no hearing before a decision is made on the application.

Signature/s \_\_\_\_\_ Date \_\_\_\_\_  
(or person authorised to sign on behalf of affected party/parties)

Phone \_\_\_\_\_ Fax \_\_\_\_\_ Email \_\_\_\_\_

**Please note:** If this application is subsequently notified the above approval does not constitute a submission as required under Section 96 of the Resource Management Act 1991.

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## Written Approvals of Persons Likely to be Adversely Affected

I/We (Please print full name/s) \_\_\_\_\_

of (Address) \_\_\_\_\_

I /we have read the full application for the proposal by (Applicant)

\_\_\_\_\_

for a Resource Consent (Number) \_\_\_\_\_ to \_\_\_\_\_

\_\_\_\_\_

and give my/our written approval to the proposed activity/activities.

In signing this written approval I/we understand that:

- The consent authority must decide that I/we am/are no longer an affected person, and disregard adverse effects on me/us
- That /we I may withdraw my/our written approval in writing before the hearing, or if no hearing before a decision is made on the application.

Signature/s \_\_\_\_\_ Date \_\_\_\_\_  
(or person authorised to sign on behalf of affected party/parties)

Phone \_\_\_\_\_ Fax \_\_\_\_\_ Email \_\_\_\_\_

**Please note:** If this application is subsequently notified the above approval does not constitute a submission as required under Section 96 of the Resource Management Act 1991.