

CON020: APPLICATION FOR RESOURCE CONSENT

LAND USE APPLICATIONS FOR WORKS IN OR WITHIN 7.5 METRES OF THE BEDS OF LAKES AND RIVERS

If you need help in filling out this form, please contact our Customer Services staff on (03) 353 9007 or toll free 0800 EC INFO (0800 324 636). They will be able to provide some general assistance.

Email the completed application to: ecinfo@ecan.govt.nz
Or send to Environment Canterbury, PO Box 345, Christchurch 8140

FOR OFFICE USE ONLY

Receipt number: _____

Charges paid: _____ CRC: _____

Information

Section 88 of the Resource Management Act 1991 specifies the requirements for applications for resource consents, and requires that each application includes a description of the activity, a planning assessment, and an assessment of the actual and potential effects of the activity on the environment, amongst other things. We recommend you read [Section 88](#) and [Schedule 4](#) of the RMA prior to completing this form.

Completing all the questions in this application form in full:

- May satisfy the requirements of the Resource Management Act 1991 for an application for resource consent. Environment Canterbury will inform you if further information is required.
- Will assist with the prompt processing of your application. Any omissions in this form may result in your application being returned (under Section 88(3) of the RMA) and may result in additional costs while the required information is obtained.

Charges

Your application must be accompanied with the initial fixed charge specified [here](#) on Environment Canterbury's website page "How much will my consent cost?" The initial fixed charge may not cover all charges related to the auditing of the application. The applicant may be invoiced for additional charges. If an application is declined, all charges must still be paid.

PLEASE TICK WHICH FEE BELOW IS APPLICABLE

Variable Initial Fixed Fee applications (Risk based initial fixed fee)	Risk Factors (where applicable)						
	High	Initial fixed fee (incl GST)	Medium	Initial fixed fee (incl GST)	Low	Initial fixed fee (incl GST)	
Earthworks	Three or more Risk Factors	<input type="checkbox"/> \$6,500	Two Risk Factors	<input type="checkbox"/> \$4,200	Up to one Risk Factor	<input type="checkbox"/> \$3,200	1 Contaminated land 2 Multiple lot residential 3 Less than in one metre separation to GW from excavation depth 4 Coastal confined aquifer area 5 Less than five metres from a surface water body. 6 Industrial development.

All accounts are payable by the 20th day of the month following the date of invoice. If the account is not paid within 30 days after the due date, our debt collection agent may charge you a fee equal to 25% of the unpaid portion of the account, but no less than \$25.00. Where the total debt collection costs, legal and other costs arising from the collection of any amount owing exceeds the debt collection fee charged, our debt collection agent is also entitled to recover such additional costs. All Environment Canterbury charges must be met by the applicant. This may include time spent discussing issues with the applicant and any other parties involved in the process.

Name of person/company/organization that is paying the initial fixed charge	
Method of payment: Internet banking/paid in person at Environment Canterbury office	
Date payment is made	
Payment reference e.g. applicant name	

Please complete all questions and sign and date the form.

1. APPLICATION DETAILS

1.1 Applicant(s) details

Surname:	<input type="text"/>	First names (in full):	<input type="text"/>
Surname:	<input type="text"/>	First names (in full):	<input type="text"/>
OR Registered Company name and number:	<input type="text"/>		
Postal address:	<input type="text"/>	Postcode:	<input type="text"/>
Billing address (if different):	<input type="text"/>	Postcode:	<input type="text"/>
Phone (home):	<input type="text"/>	Phone (work):	<input type="text"/>
Cell phone:	<input type="text"/>	Email address:	<input type="text"/>
Contact person:	<input type="text"/>		

Are you an Environment Canterbury staff member, an Environment Canterbury Councillor, or a family member of either?

Yes No

I prefer to receive invoices by:

Postal address above Email above Other address or email (please specify):

1.2 Consultant/Agents details (if applicable)

Contact person:	<input type="text"/>	Company:	<input type="text"/>
Postal address:	<input type="text"/>	Postcode:	<input type="text"/>
Phone (work):	<input type="text"/>	Cell phone:	<input type="text"/>
Email address:	<input type="text"/>		

1.2.1 During the processing of your application who will be the contact person for making decisions? Applicant Consultant / Agent

Note: All correspondence during the consent application process will be directed to this contact person, unless instructed otherwise. Final decision documents will be sent to the applicant.

Who will be the contact person for compliance monitoring matters?

Applicant Consultant / Agent

1.3 Names and addresses of the owner and occupier of the site to which this application relates:

*(You only need to include this information if it is **different** to that of the applicant(s). If you do not own the land to which this application relates to, you will need to provide written approval from the landowner.)*

Owner:	<input type="text"/>	Phone:	<input type="text"/>
Postal address:	<input type="text"/>	Postcode:	<input type="text"/>
Occupier:	<input type="text"/>	Phone:	<input type="text"/>
Postal address:	<input type="text"/>	Postcode:	<input type="text"/>

1.4 Location of the proposed activity

Site address:

Locality
(City/District):

Area of property
(ha):

Map reference
NZTopo50:

Legal
description:

Note: The legal description can be found on the certificate of title, valuation notice, subdivision plan or rate demand for the site. Please include a copy of one of these with your application.

1.5 Consents from local authorities

1.5.1 Under which territorial authority is the land situated:

- Ashburton DC Kaikōura DC Timaru DC Waitaki DC
- Christchurch CC Mackenzie DC Waimakariri DC
- Hurunui DC Selwyn DC Waimate DC

1.5.2 Do you require consent from the local authority for this proposal?

- Yes No

Note: You may need to consult with the relevant local authority to determine this.

1.5.3 **If yes**, please list:

1.5.4 If a consent is required from the District or City Council, have you applied for it?

- Yes No

1.5.5 **If yes**, what is the consent number and status?

1.5.6 Please list any permitted activities under the District or City Plan that are part of the proposal to which the application relates.

1.6 Current or previous consents

1.6.1 Do you hold, or have you held any previous consents at this site for this activity or any related activities?

- Yes No

If yes, please provide details of the existing consents:
(e.g. CRC111000, discharge of dairy effluent etc)

1.6.2 List any other consents required from the Canterbury Regional Council and indicate whether they have been applied for:

- New activity Existing Activity
- Change of conditions for an existing consent

2. PRE-APPLICATION ADVICE

2.1 Have you received any advice from Environment Canterbury prior to lodging this application?

Yes No

2.2 If yes, please list the pre-application number if known:

E.g. RMA165897. This number should be provided to you by the Consents Planner or Customer Services.

2.3 Please list any pre-application meetings or advice (verbal and/or written) you have had with Environment Canterbury below:

Type of advice	Brief details, including who provided the advice and the date
<input type="checkbox"/> Meeting(s)	
<input type="checkbox"/> Verbal advice	
<input type="checkbox"/> Written advice	
<input type="checkbox"/> Other (e.g. submitted draft application / AEE)	

3 DESCRIPTION OF THE PROPOSAL

Please describe fully the proposal for which consent(s) are being sought. Include details of activities associated with the proposal to which this application relates. Attach additional information as necessary – for example plans, diagrams etc. that will help to describe the activity.

3.1 Type of activity

3.1.1 Which of the following activities do you propose to do (tick all that apply):

- Erect, reconstruct, place, alter, extend, remove, or demolish any structure or part of any structure
- Deposition of material / substance
- Excavation / disturbance
- Channel maintenance (dredging / excavation)
- Channel realignment (divert and infilling)
- Introduction of plants
- Vegetation removal
- Reclaim or drain the bed
- Other (please specify):

3.2 Location of Works

3.2.1 Name of waterway in which works will take place:

3.2.2 Map reference: NZ Topo50

3.3 Describe the Works

Please provide a detailed description of the proposed works, including (as appropriate):

- 3.3.1 Details of the general design of the works
- 3.3.2 Length and width of bed and banks that will be disturbed
- 3.3.3 Materials to be used in construction
- 3.3.4 Area and type of vegetation to be removed and/or introduced on the bed and banks

Please label this as Attachment 1.

3.4 Detailed diagram

Please provide a detailed diagram of the proposed works with all dimensions, including the extent of the works in the bed.

Please label this as Attachment 2.

3.5 Topographical Map:

Please ensure you have attached a clear copy of a topographical map showing the location of the works.

Please label this as Attachment 3.

3.6 Duration of works

3.6.1 Please estimate the duration of works:

3.6.2 What time of year will the works be carried out

3.7 Photos:

3.7.1 Please ensure you have attached recent photos clearly outlining the proposed areas of works.

3.7.2 Please date and sign all attached photos.

Please label these as Attachment 4.

3.8 Construction methods

3.8.1 Please describe the proposed construction methodology

Please label this as Attachment 5.

4 LEGAL AND PLANNING MATTERS

Section 13 of the Resource Management Act 1991 provides for regulation of activities in, on, under or over the beds of water bodies

4.1 Please classify the proposal against the relevant rule(s) in the relevant regional plan

4.1.1 Which regional plan does this activity fall under?

4.1.2 Please list the relevant rule(s) of this plan:

4.1.3 What is the status of this activity?

- Permitted
- Controlled
- Restricted discretionary
- Discretionary
- Non-complying

4.2 Please provide a full assessment of the proposal against the above rule(s), including an assessment against each condition of the rule(s)

4.3 If you consider part of the proposal is a permitted activity, please provide a full assessment against the conditions of that rule

4.4 Please provide an assessment of the proposal against any relevant objectives, policies or other provisions of any National Policy Statements, Coastal Policy Statements, National Environmental Standards, the Canterbury Regional Policy Statement, Iwi Management Plan, and any other relevant plan or proposed plan. A list of policies and objectives relevant to this proposal may be found in the planning assessment sheet which accompanies this form.

4.5 The purpose of the Resource Management Act (1991) is to promote the sustainable management of natural and physical resources.

Does your proposal meet the requirements of Part 2, Section 5 (view here)?

Yes No

PRINCIPLES

4.6 Matters of National Importance (section 6 - view [here](#))

Do you consider your proposed activity considers the Matters of National Importance?

Yes No

4.7 Other Matters (section 7 - view [here](#))

Do you consider your proposed activity considers Other Matters?

Yes No

4.8 Treaty of Waitangi (section 8 - view [here](#))

Do you consider your proposed activity consider the principles of the Treaty of Waitangi?

Yes No

5 CONSULTATION AND WRITTEN APPROVAL OF AFFECTED PERSONS

Consultation with all persons potentially affected by your activity prior to lodging your application may result in considerable time and cost savings.

Ngāi Tahu in Canterbury

Te Rūnanga o Ngāi Tahu is the statutory authority representing iwi members and includes ten local rūnanga within Canterbury, known as Papatipu Rūnanga. 'Papatipu' refers to ancestral land. Local rūnanga have the status of mana whenua with kaitiaki status (guardianship) over land and water within their takiwā (territory).

Depending on where the activity is to occur within Canterbury, the values of one or more Papatipu Rūnanga may be affected. Iwi interests as a whole may also be affected where an activity is to occur within, adjacent to, or affecting an area recognized in the Ngāi Tahu Claims Settlement Act 1998 as a Statutory Acknowledgement area. In those circumstances, Te Rūnanga o Ngāi Tahu will be involved in management of the area.

For assistance with answering the below questions, please refer to our webpage [Ngāi Tahu and the consent process](#).

Have you consulted with the Papatipu Rūnanga and/or Te Rūnanga o Ngāi Tahu? Yes No

If 'Yes', please state who you have consulted with and attach any evidence of your consultation, including any written approvals for this application:

Note: Ngāi Tahu as an iwi, and specifically Papatipu Rūnanga representing mana whenua, are considered an affected party where effects on cultural values are minor or more than minor, in accordance with Section 95E of the RMA. Environment Canterbury MUST notify an application if the adverse effects of your proposed activity on cultural values are determined to be minor or more than minor unless you have obtained the written approval of Papatipu Rūnanga and/or Ngāi Tahu for your proposal. Consultation before lodging your application is one of the best ways of identifying adverse effects.

Non-notified applications

Non-notified consents are for activities which have minor adverse effects on the environment. For your activity to be considered on a non-notified basis you must determine whether there are any persons potentially affected by your proposed activity and if there are, you must consult them and obtain their written approval (e.g., Iwi, Fish and Game Council, Department of Conservation, Land Information New Zealand, Owners of nearby structures/infrastructure (e.g. NZTA), Other consent holders, Neighbouring land owners and occupiers, Environment Canterbury River Engineering). If you are unsure who may be an affected party, please call us. Non-notified consents are significantly cheaper and quicker to process.

Limited notified and fully notified applications

Notified consents (either limited notified or fully notified consents) are for activities which do not meet requirements in the RMA for processing on a non-notified basis.

If your assessment of effects has shown that adverse effects on the environment are likely to be more than minor and/or there are people who may be adversely affected from whom you are unable to obtain written approval, you may wish to request that your application be publicly notified. This will avoid possible delays in the processing of your application.

The final decision to notify or not notify an application will still be made by Environment Canterbury.

Please note that an application cannot be notified unless there is sufficient information for the notice that makes it clear what is being applied for, and how it might affect the environment (including people).

I request that my application is notified. (check box)

Please provide any consultation details and written approvals obtained in the space provided below.

5.1 Consultation details

5.1.1 Have you consulted with iwi?

Yes No

5.1.2 If yes, who did you consult?

--

5.1.3 Who else have you consulted?

--

5.1.4 What was their response?

--

5.1.5 How have you addressed any concerns they may have had?

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5.1.6 Written approval of affected parties

If you have obtained the signature of affected persons, please give their details below. Please note that for us to accept the approvals they must each complete and sign the Written Approval of Persons Likely Affected – FORM8A, found [here](#). Please attach the completed forms to this application.

Name	Address	Contact details (phone, email etc.)

5.2 OTHER CONSENTS /PERMISSIONS REQUIRED:

You may also require consent from the District Council and/or a concession from the Department of Conservation. Please also contact Land Information New Zealand (LINZ), Crown Property Management, on 0800-665-463 or (04) 460-0110 or view their website at <http://www.linz.govt.nz> as you may need written land-owner approval of the Crown if you propose to install a structure in a riverbed or lake.

Have you consulted with:

Department of Conservation Yes No
 LINZ Yes No

Concessions required? Yes No
 Approval required? Yes No

6 DESCRIPTION OF THE AFFECTED ENVIRONMENT

6.1 DESCRIPTION OF THE AFFECTED ENVIRONMENT

6.1.1 Please describe the type of water body (e.g. braided river, spring-fed creek, ephemeral stream):

6.1.2 For works in waterways:

- what is the channel width and depth in the location of works:

- how does the flow vary during the year (water depth, flow rates if known):

6.1.3 Will the works take place in a river rating district? Yes No

6.1.4 If yes, have you consulted with the Environment Canterbury River Engineering section? If yes, please provide details of any consultation.

Please identify if the following environmental and significant sites are located near your proposed works, and the distance they occur from the works.

- | | | | |
|---|---|---|---|
| <input type="checkbox"/> Fish habitat / fish spawning areas | m | <input type="checkbox"/> Historic site | m |
| <input type="checkbox"/> Bird habitats | m | <input type="checkbox"/> Food gathering areas | m |
| <input type="checkbox"/> Natural wetlands / native vegetation | m | <input type="checkbox"/> Public gathering areas (e.g. domain) | m |
| <input type="checkbox"/> Department of Conservation reserve | m | <input type="checkbox"/> Flood protection works | m |
| <input type="checkbox"/> Nearby structures (e.g. bridges/fords) | m | | |

7 ASSESSMENT OF ACTUAL & POTENTIAL EFFECTS OF THE PROPOSAL ON THE ENVIRONMENT

You must include an assessment of the effects of your proposal on the environment in this part of your application.

[Section 88](#) of the Resource Management Act 1991 requires that each application includes an assessment of the actual and potential effects of the activity on the environment. This assessment must be prepared in accordance with the [Fourth Schedule](#) of the Resource Management Act. A copy of this schedule is available [online](#) or from Customer Services.

The assessment of effects will differ for each application depending on the type and scale of the activity. Consultation is one of the best ways of identifying adverse effects. Please contact Customer Services with any questions on ecinfo@ecan.govt.nz or via phone on (03) 353 9007 or 0800 324 636 (0800 EC INFO).

For further assistance in preparing this assessment, you may find the Ministry for the Environment Publication "[A guide to preparing a basic assessment of environmental effects](#)" useful.

7.1 Effects on Erosion, Flooding and Essential Structures

7.1.1 Please describe the effects of the completed works or structure on the riverbed, both upstream and downstream, both in typical and extreme conditions (e.g. flooding upstream and/or downstream, ongoing erosion).

7.1.2 Has a qualified engineer reviewed the flow capacity of the proposed structure?

Yes No

If **yes**, please label and attach their report as **Attachment 6**.

7.1.3 Please outline how you propose to mitigate adverse effects of bank erosion and stability (e.g. grassing and planting of fill batters,

metalling of approaches, stabilisation of abutments by gabion baskets).

7.1.4 Are there any man-made structures along the waterway within one kilometre of the proposed works that may be affected?

If **yes**, how do you propose to mitigate adverse effects on these structures?

7.1.5 How deep will you excavate below the level of the natural riverbed?

Yes No

7.1.6 Could the excavation of the bed cause the instability of nearby structures?

Yes No

7.2 Effects on Water Quality

7.2.1 Please provide details of the erosion and sediment control measures that you will implement during construction to reduce or prevent the discharge of sediment (refer Environment Canterbury's Erosion & Sediment Control Toolbox [here](#))

7.2.2 Will the works area be isolated during construction?

Yes No

7.2.3 Will a temporary diversion be put in place during construction?

Yes No

Please note that any diversion of water within Canterbury is classified as a take and discharge of water under the LWRP. You also may need consent under sections 14 and 15 of the Resource Management Act.

7.2.4 Will you ensure Biosecurity New Zealand's Didymo Hygiene Protocols be adhered to and that machinery is free of plants and plant seeds prior to use in the riverbed (see www.biosecurity.govt.nz)?

Yes No

If no, why not?

7.2.5 Will concrete be used in construction?

7.3 Effects on Ecosystems

Birds

7.3.1 Will works occur in the bird nesting season (generally October to February)?

Yes No

7.3.2 If yes, will you excavate within 100 metres of areas known for nesting birds or birds rearing their young in the bed of the river?

Yes No

7.3.3 If yes, how do you propose to mitigate against adverse effects on birds, for example, will a suitably qualified and independent person inspect the riverbed at least eight days before works start?

Fish and Instream Values

7.3.4 Will works occur in the fish spawning season (generally May to September)?

Yes No

7.3.5 Will works occur in or near flowing water?

Yes No

If **yes**, what measures will be taken to minimise disturbed sediment?

7.3.6 Will the works affect fish passage (e.g. perched culverts, weirs, blocked braids)?

Yes No

If yes, what measures will be taken to ensure fish passage?

7.3.7 Will there be any storage of fuel or refuelling of vehicles and machinery anywhere on the bed of a river?

Yes No

7.3.8 If yes, what measures will be taken to ensure contaminants do not enter flowing water?

7.4 Effects on Amenity Values, People and Communities

7.3.9 What hours of work will works occur? Between _____ am and _____ pm inclusive

7.3.10 Will works be carried out on weekends or public holidays? Saturdays Sundays Public holidays

7.3.11 Please list all known users of the watercourse and surrounding area that may be affected by the works. Please note mitigation measures proposed to ensure that these people are not affected, and any consultation done.

7.5 Effects on Ngāi Tahu Values

For assistance with answering the below questions, please refer to our webpage [Ngāi Tahu and the consent process](#). [Iwi Management Plans](#) are available to help applicants identify matters of importance to iwi. These plans also provide direction on how best to avoid, remedy or mitigate effects on cultural values.

7.3.12 Which Papatipu Rūnanga cover(s) the site where the proposed activity is to occur?

7.3.13 Is the proposed activity occurring within, adjacent to, or likely to affect a Statutory Acknowledgement Area? Yes No

7.3.14 Is the proposed activity within a silent file area? Yes No

7.3.15 Please provide an assessment of the effects of the proposed activity on Ngāi Tahu values. To do this you will need to reference the relevant policies in the [Iwi Management Plans](#). Where appropriate, this assessment may include detail on the effects of the proposed activity on: sites of historic or cultural significance, surface water and groundwater quality, flora and fauna of cultural significance, areas of historical or spiritual importance, areas of significant landscape value, and waterways and wetlands.

7.3.16 Please provide details on the steps that you will take to ensure effects on Ngāi Tahu values are avoided, mitigated or remedied

7.3.17 If you are proposing to excavate some of your site, will you accept an accidental discovery condition, such as the condition below? Yes No

Accidental Discovery Protocol Condition

In the event of any discovery of archaeological material:

- a) The consent holder shall immediately:
 - i. Cease earthmoving operations in the affected area and mark off the affected area; and
 - ii. Advise the Canterbury Regional Council of the disturbance; and
 - iii. Advise Heritage New Zealand Pouhere Taonga of the disturbance.
- b) If the archaeological material is determined to be Koiwi Tangata (human bones) or taonga (treasured artefacts) by Heritage New Zealand Pouhere Taonga, the consent holder shall immediately advise the office of the appropriate rūnanga (office contact information can be obtained from the Canterbury Regional Council) of the discovery.
- c) If the archaeological material is determined to be Koiwi Tangata (human bones) by Heritage New Zealand Pouhere Taonga, the consent holder shall immediately advise the New Zealand Police of the disturbance.
- d) Work may recommence if Heritage New Zealand Pouhere Taonga Trust (following consultation with rūnanga if the site is of Maori origin) provides a statement in writing to the Canterbury Regional Council, Attention: RMA Compliance and Enforcement Manager that appropriate action has been undertaken in relation to the archaeological material discovered. The Canterbury Regional Council shall advise the consent holder on written receipt from Heritage New Zealand Pouhere Taonga that work can recommence.

Advice Note:

This may be in addition to any agreements that are in place between the consent holder and the Papatipu Runanga. (Cultural Site Accidental Discovery Protocol).

Advice Note:

Under the Heritage New Zealand Pouhere Taonga Act 2014 an archaeological site is defined as any place associated with pre-1900 human activity, where there is material evidence relating to the history of New Zealand. For sites solely of Maori origin, this evidence may be in the form of accumulations of shell, bone, charcoal, burnt stones, etc. In later sites, artefacts such as bottles or broken glass, ceramics, metals, etc, may be found or evidence of old foundations, wells, drains, tailings, races or other structures. Human remains/koiwi may date to any historic period.

It is unlawful for any person to destroy, damage, or modify the whole or any part of an archaeological site without the prior authority of the Heritage New Zealand Pouhere Taonga. This is the case regardless of the legal status of the land on which the site is located, whether the activity is permitted under the District or Regional Plan or whether a resource or building consent has been granted. The Historic Places Act provides for substantial penalties for unauthorised damage or destruction.

7.6 Other

7.3.18 Will you provide a copy of the resource consent to any person exercising your consent and explain to them how to comply with the conditions of the consent? Yes No

7.3.19 Will you notify Environment Canterbury at least two days before starting works? Yes No

7.3.20 If you answered "No" to any of the questions above, please explain why.

8 ADDITIONAL MITIGATION MEASURES

8.1 Please provide details of any mitigation measures proposed that have not been included elsewhere in this application.

8.2 CONSIDERATION OF ALTERNATIVES

8.2.1 Were any alternative locations considered? Yes No

8.2.2 If yes, what were they and why were they rejected?

9 OTHER INFORMATION

9.1 Notification

If your assessment of effects has shown that adverse effects on the environment are likely to be more than minor and/or there are people who may be adversely affected from whom you are unable to obtain written approval, you may wish to request that your application be publicly notified or limited notified in order to avoid possible delays in the processing of your application.

The final decision to notify or not notify an application will still be made by Environment Canterbury.

Please note that an application cannot be notified unless there is sufficient information for the notice to make it clear what is being applied for, and how it might affect the environment (including people).

9.1.1 I request that my application is notified.

Yes No

9.2 Duration requested

9.2.1 Please specify the duration sought for your consent(s):

years months.

Note: The maximum duration allowed under the Act is 35 years.

9.3 Start date

Note: Resource consents lapse five years after their commencement date unless the consent has been given effect to or an application is made to Environment Canterbury to extend this period.

9.3.1 When do you propose to start the activity?

(date/month/year)

9.4 Additional notes to applicants

- Your application must be publicly notified unless Environment Canterbury is satisfied that the adverse effects on the environment will be minor and written approval has been obtained from every person Environment Canterbury considers may be adversely affected by the granting of your application (unless Environment Canterbury considers it unreasonable to require the obtaining of every such approval).
- Section 128 of the Resource Management Act 1991 sets out the circumstances in which Environment Canterbury may review the conditions of a resource consent. Under Section 128(c) Environment Canterbury may undertake a review at any time if the application contained any inaccuracies which materially influenced the decision made.
- The information you provide with your application, which includes all associated reports and attachments, is official information. It will be used to process your application and, together with other official information, assist in the management of the region’s natural and physical resources. Access to information held by Environment Canterbury is administered in accordance with the Local Government Official Information and Meetings Act 1987, and Privacy Act 1993. Your information may be disclosed in accordance with the terms of these Acts. Public access is also provided to consent information via Environment Canterbury’s website. *Environment Canterbury may withhold access to information in certain circumstances.* It is therefore important you advise Environment Canterbury *about any concern you may have about disclosure of any of the information, which includes all associated reports and attachments, you have provided in this application (e.g. protection of personal information, trade secrets, commercially sensitive material, information which, if released, may cause serious offence to tikanga Maori, or any other information you consider should not be disclosed. While Environment Canterbury may still have to disclose information under the above legislation, it can consider any concern you wish to raise.*

Please describe any concerns here:

9.5 Errors and omissions

- 9.5.1 When you receive your Resource Consent Documents please check that the details are correct. You have a 15 working day period after the decision is notified to allow you to object or advise of errors or omissions without cost.

10 APPLICANT SIGNATURE AND DATE

I/we **have read** all of the information on this application form and I understand all of the notes and I understand that I am liable to pay all actual and reasonable charges relating to the processing of this application.

I/we **also understand** that if the application is granted, I will be liable to pay all actual and reasonable charges related to compliance monitoring of that consent.

I/we also **agree** to advise Environment Canterbury if any of my/our contact details change.

Signature of applicant

Date

Full name of person signing – please print

Signature of **applicant**

Date

Full name of person signing – please print

or Duly Authorised Person

Note: Environment Canterbury must have written authorisation to process your consent application. Both the consultant (if used) and the applicant must sign this section.

- Where there are multiple people applying for consent, all persons must sign this form.
- If a company is the applicant, at least one director must sign this form.
- Anyone else who is applying for consent on behalf of another person, group of people or a company (e.g. a manager applying on behalf of a company) can sign this form and submit the application. However, written authorisation from the persons or company on behalf of which the consent is being applied for must be supplied with this application.

11 CONSULTANT SIGNATURE AND DATE

Signature of **consultant**

Date

Full name of person signing – please print

CHECKLIST

Please ensure you:

- Complete all parts of this application form.
- Include an assessment of effects of the activity on the environment, set out in Section 7 of this application form.
- Include a site plan.
- Include a copy of the certificate of title, rates demand, subdivision plan or valuation notice for the site your application relates to.
- Sign and date this application form (both applicant and consultant if one is used).
- Include the appropriate initial fixed charge as set out [here](#)

Consider consulting local Rūnanga:

- If your proposed activity occurs:
 - (a) Within a statutory acknowledgement area
 - (b) Within a silent file area
 - (c) Close to a site of cultural significance, or
 - (d) Otherwise affects a site of cultural significance.