

# Form 9

## Application for Resource Consent (Section 88, Resource Management Act 1991)

To: Planning Department  
Horowhenua District Council  
126 -148 Oxford Street  
Private Bag 4002  
LEVIN 5540

**Please Note:** *The initial fee payment is a deposit only. There will be additional charges for actual staff time spent processing your application, which will be invoiced at the completion of the application. This is based on an hourly rate set in the schedule of Planning Fees and Charges.*

**For subdivision applications** it is strongly recommended that you complete the Applicant's Information Checklist to ensure all information has been provided.

### Completing this form:

This form provides us with your contact details, and details about your proposed activity and its actual and potential effects on the environment. Note that all the information provided in your application is available to the public.

We recommend that you talk your proposal through with Council staff both **before** you fill in this form and when you lodge your application. You should also contact us if you are unsure what forms you should be using, or if you need help with filling in any of the forms.

#### 1. Applicant Details

I/We *Full Name(s) & Address(s)* \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

apply for the following type(s) of resource consent (Tick relevant box):

- Land Use Consent  
 Subdivision Consent

#### 2. Proposed Activity

The activity to which the application relates (the proposed activity) is as follows: *(describe the proposed activity)*.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_ *(Continue on a separate sheet if necessary)*

**3. Owner/Occupier's Details**

The full name and address of each owner or occupier (other than the applicant) of the site to which the application relates are as follows: (List full names and addresses). *(Omit this paragraph if you are the only owner and occupier of the site to which this application relates).*

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**4. Location Details**

The site at which the proposed activity is to occur is as follows:

Street/Road Address: \_\_\_\_\_

Legal Description: Lot \_\_\_\_\_ DP \_\_\_\_\_ CT \_\_\_\_\_

Area \_\_\_\_\_ hectares/square metres

*Describe the location as it is commonly known and in a way that will enable it to be easily identified (e.g. the street address, the legal description, the name of any relevant stream, river or other water body to which the application relates, proximity to any well known landmark, the grid reference (if known)).*

**5. National Environmental Standards (NES): Managing Contaminants in Soils**

Is the activity covered by the above NES. Yes  No

If Yes, does the piece of land have or had an activity or industry described in the HAIL\* undertaken on it.

If No, NES does not apply.

*\* Please contact a staff member if you are unsure or wish to see a list of HAIL activities.*

**6. Select the statement that applies:**

There are no other activities that are part of the proposal to which this application relates;

**or**

The other activities that are part of the proposal to which the application relates are as follows:

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*Describe the other activities that are part of the proposal to which the application relates. For any activities that are permitted activities, explain how the activity 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) of the Resource Management Act 1991.*

**7. Additional Consents**

No additional resource consents are needed for the proposal to which this application relates; **or**

The following additional resource consents are needed for the proposal to which this application relates and **have/have not** been applied for (*provide details*).



10. I attach an assessment of the proposed activity against any relevant provisions of a document referred to in section 104(1)(b) of the Resource Management Act 1991, including the information required by clause 2(2) of Schedule 4 of that Act.

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11. \*As this is an application for a subdivision consent, I 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 any parts of the bed of a river or lake to be vested in the territorial authority under section 237A of the Resource Management Act 1991; and
- (f) the locations and areas of any land within the coastal marine area (which is to become part of the common marine and coastal area under section 237A of the Resource Management Act 1991); and
- (g) the locations and areas of land to be set aside as new roads.

*\*Ignore if this is not an application for a subdivision consent.  
†Ignore if the subdivision involves a cross-lease, company lease, or unit plan.*

12. I attach the following further information required to be included in this application by the District Plan, the Regional Plan, the Resource Management Act 1991, or any regulations made under that Act. (List all further documents that you are attaching).

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**13. Consultation/Written Approval** *(continue on a separate sheet if necessary)*

I/We have consulted and obtained the written approval of the following persons adversely affected by the proposal.

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**OR**

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I do not consider any person as being adversely affected for the following reasons:

**14. Attachments**

	<b>Yes</b>	<b>No</b>
(a) Site Plan (showing property boundaries, all Existing/proposed buildings, vehicle access etc).	<input type="checkbox"/>	<input type="checkbox"/>
(b) Floor Plans/Elevations (if applicable)	<input type="checkbox"/>	<input type="checkbox"/>
(c) Photograph (Where necessary)	<input type="checkbox"/>	<input type="checkbox"/>
(d) Building Inspection report (for relocates)	<input type="checkbox"/>	<input type="checkbox"/>
(e) Certificate of Title (including all encumbrances, consent notices easements, covenants etc)	<input type="checkbox"/>	<input type="checkbox"/>
(f) Application Fee	<input type="checkbox"/>	<input type="checkbox"/>
(g) Signed Written Approval Forms (Number of forms attached ____ )	<input type="checkbox"/>	<input type="checkbox"/>
(h) Applicant's Information Checklist (for subdivision applications only)	<input type="checkbox"/>	<input type="checkbox"/>
(i) Assessment of Environmental Effects (if applicable)	<input type="checkbox"/>	<input type="checkbox"/>

*In order to ensure your application is not rejected or delayed through requests for further information, please make sure you have included all of the necessary information. A full list of the information required for Resource Consent Application is in the General Provisions section of the District Plan (Section 28) and Council's "Subdivision and Development Principles and Requirements 2014".*

**APPLICANT'S DETAILS**

**APPLICANT'S CONSULTANT'S DETAILS**

*(if applicable)*

Name & Address \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Name & Address \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Phone: \_\_\_\_\_

Phone: \_\_\_\_\_

Mobile: \_\_\_\_\_

Mobile: \_\_\_\_\_

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

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

\_\_\_\_\_  
**Signature of Applicant or person  
authorised to sign on behalf of Applicant**

\_\_\_\_\_  
**Date**

**Address for Service**  
*(if different from above)*

**Name & address application will be  
invoiced to:**

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

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

***Note to Applicant***

You must include all information required by this form. The information must be specified in sufficient detail to satisfy the purpose for which it is required.

You may apply for 2 or more resource consents that are needed for the same activity on the same form. If you lodge the application with the Environmental Protection Authority, you must also lodge a notice in form 16A at the same time.

You must pay the charge payable to the consent authority for the resource consent application under the Resource Management Act 1991 (if any). See our current Planning Fees & Charges Schedule.

If your application is to the Environmental Protection Agency, you may be required to pay actual and reasonable costs incurred in dealing with this matter (see section 149ZD of the Resource Management Act 1991).

On receipt of an application, Council will determine whether the application needs to be notified and will then advise you of the required notification fee. No application will be processed until Council is satisfied that all information needed to assess the application is received, together with the necessary fee.

***Further Assistance***

If you require any further help, please contact:

Planning Department  
Horowhenua District Council  
126 – 148 Oxford Street  
Private Bag 4002  
LEVIN 5540

Phone: (06) 366 0999  
Fax : (06) 366 0983  
Email : [planningenquiries@horowhenua.govt.nz](mailto:planningenquiries@horowhenua.govt.nz)

**This is also where you can lodge your Resource Consent Application**

This form is also available on the Horowhenua District Council website  
<http://www.horowhenua.govt.nz/Living/Building--Planning/Resource-Consents/Forms/>

## **Assessment of Environmental Effects (AEE)**

An AEE is an essential part of the application. If an AEE is not provided the application will be considered incomplete and will **not** be accepted for processing. The AEE should discuss all the actual and potential effects on the environment arising from the proposal. The amount of detail provided must reflect the nature and scale of the effects. For example, if there are major effects arising from the proposal, a detailed analysis and discussion of these effects should be included in the AEE. It may require the provision of information from specific experts such as an acoustic consultant or traffic engineer. If the effects of the proposal are very minor then a less detailed AEE can be submitted.

*For more information see the Fourth Schedule of the Resource Management Act 1991 which lists the matters to be covered in an AEE.*

Please refer to the assessment criteria contained within the Horowhenua District Plan that are specific to the type of application you applying for. These will help focus you on the types of effects that need to be addressed in your assessment. These criteria are identified in Section 25 of the Plan and are specific to both subdivision and land use applications.

### **Key questions that should be addressed in an AEE**

- Is this proposal likely to have any negative effects beyond the boundary of the site (for example, shading from a building that can't comply with height requirements)?
- Can such a negative effect be avoided, remedied or mitigated (for example, significant trees growing on the boundary of the potentially shaded property which will more than eclipse potential shading from the proposed building)?
- Is the proposal likely to have any positive effects (for example, a potentially dangerous vehicle crossing will be closed and moved to a safer location)?

If you have trouble compiling the information, or need some advice on aspects of your application, please consult Council's Duty Planner - a planner is always available to assist with planning enquiries to provide assistance.

Further information relative to an AEE for both subdivision and land use applications is contained in Section 28 of the District Plan and Council's "Subdivision and Development Principles and Requirements 2014".