



GUIDE TO APPLYING FOR RESOURCE CONSENT

INTRODUCTION

Wairoa District Council, under the resource management Act 1991, is required to ensure that effects on the environment are managed sustainably. Part of that role is to decide whether to grant resource consent for someone to undertake an activity that may have an effect on the environment.

This guide is for use by people making application for resource consent and covers:

- How to decide if you need to apply for resource consent / when is a resource consent required
- How to apply for resource consent
- How long it will take

TYPES OF CONSENT

The Wairoa District Council deals with two (2) types of consent:

- Land use consent
- Subdivision consent

Other resource consents, (water permits, discharge permits and coastal permits) are under the jurisdiction of the Hawkes Bay Regional Council. In some cases, resource consent will be required from both the Wairoa District Council and the Hawkes Bay Regional Council.

Under the Wairoa District Plan, activities that require resource consent are classified as:

- Permitted Resource consent is not required, the activity can be undertaken as-of-right, meeting all the relevant performance standards set in the District Plan
- Controlled Resource consent is required as not all performance standards of the District Plan are met, although the Council has to grant the consent. Conditions may be imposed in relation to matters that Council has reserved control over and are specified in the District Plan
- Discretionary Resource consent is required as not all the performance standards set out in the District Plan are met by the proposed activity. Council may or may not grant consent and, if consent is granted, conditions may be imposed.
- Non-Complying Resource consent is required as not all the performance standards set out in the District Plan are met by the proposed activity. Council may or may not grant consent and, if consent is granted, conditions may be imposed
- Prohibited Activity prohibited – Consent cannot be applied for

DO YOU NEED RESOURCE CONSENT / WHEN IS RESOURCE CONSENT NEEDED?

Every activity requiring resource consent has some effect on the environment. Whether you will need resource consent or not will depend on the type of activity you want to undertake and how that activity is classified in the Wairoa District Plan.

The Wairoa District Plan, through its defined performance standards, determines whether your activity may be undertaken 'as of right' (a permitted activity). If you wish to exceed these limits, you will need to apply for resource consent and, if consent is granted, you may undertake that activity (subject to any conditions of consent).

The Wairoa District Plan is available for viewing at the Council Offices (contact the District Planner on (06) 8387309) or on the website <http://www.wairoadc.govt.nz/planspolicy/districtplan/>

APPLYING FOR RESOURCE CONSENT

Preparing and Lodging your Application

The following information should be submitted with your completed and signed application form:

- An Assessment of Environmental Effects (See separate guide)
- Site plans with adequate information to be able to identify the areas of non-compliance with the District Plan
- Written approvals from affected parties
- Deposit fee (further charges may be incurred depending on the time it takes to assess the application)

A good quality and complete application will assist in making the consent assessment a smooth and efficient process. There must be sufficient information to enable the actual and potential effects on neighbours and the environment to be assessed.

If your application is incomplete or requires further information, you will be advised in writing.

You should also consider 'what your proposed activity/development will have on neighbours and other people' and then consult with those who may be affected. This consultation will enable you to better identify any effects, address any concerns and get support for your proposal.

How Long Will it Take?

Council is required to process resource consent applications within timeframes stipulated in the Resource Management Act 1991.

For a non-notified consent, the statutory timeframe for processing a consent is 20 working days. This excludes any time when the 'statutory clock' may be stopped such as when further information is requested or when affected party consent is sought. Consequently, if insufficient information is submitted to determine the actual or potential effects on the environment, the time to process your consent will be longer.

If a consent is to be notified (such as where effects on the environment are deemed to be more than minor or where affected party consent has not been submitted), you will be advised of this within 10 working days of lodgement.

Where consents require public or limited notification, the timeframe would generally be at least three or four months.

THE DECISION

You will be notified in writing of the Council's decision – whether the consent application has been granted or declined.

The decision, in the form of an 'officer's report' will tell you:

- Whether your application has been granted or declined
- The reasons for the decision
- Any conditions that have been imposed on the consent with the aim of reducing effects on the environment as a result of your activity
- The relevant plans and policy documents considered by the Council and associated objectives and policies of those documents
- The expiry date of the consent (the date by which the consent must be 'given effect to')

If you do not agree with the decision or any conditions imposed on a consent that has been granted, you have an opportunity to object to or appeal the decision.

MORE INFORMATION

If you require any further information with regard to applying for a resource consent or information on notification of consents or the objection/appeal process, you can:

- Contact the District Planner on (06) 838 7309
- Look at the relevant sections of the Wairoa District Plan
- Refer to Wairoa District Council's '*Guide to Preparing an Assessment of Environmental Effects*'
- Refer to the Ministry for the Environment's website www.mfe.govt.nz for information on applying for resource consents
- Obtain specialist advice for more complex applications