



# WAIROA DISTRICT COUNCIL

## REGULATORY DEPARTMENT

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### APPLICATION FOR CHANGE OR CANCELLATION OF RESOURCE CONSENT CONDITION/S PURSUANT TO SECTION 127 & 145 OF THE RESOURCE MANAGEMENT ACT 1991

#### Completing This Form:

This form provides us with your contact details and details about your proposed activity. It also explains the effects of your proposed activity on the environment. Please take note that all the information provided in your application once granted is made available to the public.

**It is important that you answer all questions fully.**

#### Fees

A deposit fee of \$400 (Land Use) or \$800 (Subdivision) is required before your application will be processed. Please note that the Wairoa District Council recovers the full cost of processing resource consent applications from the applicant in accordance with Section 36 of the Resource Management Act 1991. This means that you will receive an invoice for any costs over and above the deposit fee. Generally you will be invoiced once the application has been determined, however if the application is complex, you may be invoiced in stages.

#### Contact Details

Applicant(s) name(s) (in full) and address:

\_\_\_\_\_ Daytime Phone: \_\_\_\_\_  
\_\_\_\_\_ Mobile phone: \_\_\_\_\_  
\_\_\_\_\_ Email: \_\_\_\_\_  
\_\_\_\_\_ Fax number: \_\_\_\_\_

Service name and address for contact during the application process (if different from above):

\_\_\_\_\_ Daytime Phone: \_\_\_\_\_  
\_\_\_\_\_ Mobile phone: \_\_\_\_\_  
\_\_\_\_\_ Email: \_\_\_\_\_  
\_\_\_\_\_ Fax number: \_\_\_\_\_

Billing name and address for invoices and annual charges (if different from above):

\_\_\_\_\_ Daytime Phone: \_\_\_\_\_  
\_\_\_\_\_ Mobile phone: \_\_\_\_\_  
\_\_\_\_\_ Email: \_\_\_\_\_  
\_\_\_\_\_ Fax number: \_\_\_\_\_

Property owner's name and address (if different from above):

\_\_\_\_\_ Daytime Phone: \_\_\_\_\_  
\_\_\_\_\_ Mobile phone: \_\_\_\_\_  
\_\_\_\_\_ Email: \_\_\_\_\_  
\_\_\_\_\_ Fax number: \_\_\_\_\_

#### Resource Consent

Resource Consent No. \_\_\_\_\_

#### Detailed Description of the Activity or Works Proposed

Location of the activity and/or property address: \_\_\_\_\_  
Valuation Reference (from your rates notice): \_\_\_\_\_  
Legal Description (from your rates notice): \_\_\_\_\_

#### Proposed Changes / Cancellations

List the conditions subject to this application for change/cancellation and state the reasons for this request

\_\_\_\_\_





## Checklist For Applicants

Have you included the following information with your application for resource consent?

- Name and address of any occupiers/owners of the land subject to the application other than the applicant
- List of type/s of resource consents sought from another Council
- Certificate/s of Title for the subject site (not less than 1 month old)
- Locality plan (to appropriate scale) or aerial photograph (to appropriate scale) (*Showing the physical location of the subject site in relation to adjoining streets and sites*)
- Detailed Description of Proposal
- Site Plan of existing and proposed activities including:
  - North point, Title or Reference No., scale of plan/s and date the plans were drawn
  - Topo info & natural features, including protected trees, indigenous vegetation, watercourses
  - Existing boundaries and road frontages
  - Existing buildings
  - Existing wells and/or effluent disposal systems
  - Layout and location of proposed building and activity
  - Earthworks design and contours
  - Landscaping
  - Details of any signage (*sign design, dimensions and location on buildings*)
- Additional Information Required for Subdivision Consents:
  - Position of all new boundaries
  - Areas of all new allotments
  - Location and areas of all new reserves to be created, including any esplanade reserves and esplanade strips
  - Location and areas of all existing esplanade reserves, esplanade strip and access strips
  - Locations and areas of land to be set aside as new roads
  - Locations of existing and new easements
- Elevation Drawing (to scale) of all structures to be constructed or altered, including:
  - The natural ground level
  - Existing and finished ground levels
  - Maximum building height and relevant height plane angle(s)
- Assessment of Environment Effects (AEE)

An assessment of environmental effects will cover any issues relating to your proposal. For example such issues may include discussions or reports covering the following:

  - Visual Amenity / Visual Appearance
  - Natural Character – Landscape Assessment
  - Roads, Access & Parking – Traffic Management
  - Hazards – Flooding, Coastal etc
  - Soil stability, Earthworks – Geotechnical Reports
  - Utilities – Water, Sewage, Stormwater, Electricity & Telecommunications

*An AEE is an essential part of the application which allows Council to assess the application. The AEE should discuss all the actual and potential effects of your proposed activity or structure on the environment. The amount of detail provided must reflect the scale and nature of the effects. For example, if there are major effects arising from the proposal, a detailed analysis and discussion of these effects (including reports from specific experts as appropriate for the application). If the effects of the proposal are very minor, then a less detailed AEE can be submitted.*
- Written approval(s) from all affected persons has been obtained