

Application for Resource Consent

(Form 9 under Resource Management (Forms, Fees and Procedures) Amendment Regulations 2006)
Section 88, Resource Management Act 1991

FOR OFFICE USE ONLY	
Application Lodged by:	
Customer (Debtor) Number:	
Address verified?	
Valuation Number:	VG
Ward:	
Zoning of the Property:	
Application No:	

APPLICANT DETAILS: (Full Names - Not Initials)					
First Name:		Surname:			
Telephone:		Email:			
Rapid No.		Road:		Town:	Post Code:
Email:					
ADDRESS FOR INVOICING (if different from above):					
Rapid No.		Road:		Town:	Post Code:
Email:					
CONTACT PERSON OR AGENT (if different from applicant): (Full Names - Not Initials)					
First Name:		Surname:			
Telephone:		Email:			
Rapid No.		Road:		Town:	Post Code:
CORRESPONDENCE WILL GO TO:			Applicant	Agent	
ADDITIONAL COSTS WILL GO TO:			Applicant	Agent	
I AM APPLYING:					
For a:	Land use consent	and/or	Subdivision consent		
and/or	Certificate of Compliance	and/or	Other (specify):	_____	
LOCATION OF THE ACTIVITY:					
ACTIVITY DETAILS:	Provide a brief description of the activity to be undertaken. Note: A full description of the activity must be provided as part of the application (see item 4 of the checklist on following page).				
Have you applied for a building consent for this activity?			Yes	No	
Building Consent No.					
Have you spoken to a planner about your proposal?			Yes	No	
If yes, name of planner:					
<p>Lodgement and processing fee is \$600.00 and must be received with the application in order for processing to begin. Any additional staff time taken to process the consent will be charged at \$120.00 per hour including GST</p> <p>Please tick payment method: Cash Cheque</p> <p>I enclose the appropriate fee</p> <p>Paid via internet banking on: Southland District Council</p> <p>Date: Account No. 02 0924 0064987 000</p> <p>If paying by internet banking, please use the applicant's name as a reference and the words "resource consent" in the code and/or particulars fields: Eg: J B Citizen - Resource Consent</p> <p>[Please refer to latest approved Schedule of Fees and Charges]</p>					

CHECKLIST: Have you included all of the following items? <i>The following items must be provided with the application form (see note (1) below):</i>		√ X N/A
1	An INITIAL PAYMENT in accordance with the Southland District Council's Schedule of Fees and Charges (see Note (vi) below). Payment may be made by cheque, EFTPOS, or internet banking.	
2	Copy of CERTIFICATE OF TITLE (Search Copy must be less than three months old and must include a Title Plan).	
3	PLANS AND DIAGRAMS - 1 COPY <i>Relevant to the activity being proposed (eg, site plan, location plan, elevations), and to a recognised scale (eg, 1:100 or 1.200 if appropriate), and showing the boundaries, North point, and any other relevant information.</i>	
4	RELEVANT INFORMATION AND ASSESSMENT OF ENVIRONMENTAL EFFECTS as required by Schedule 4 of the Resource Management Act 1991	

IMPORTANT NOTES

- (i) Your application will not be lodged for processing by Southland District Council unless all the above items are included with the application form.
- (ii) Your application will be checked for completeness, under Section 88 of the Resource Management Act 1991 (the Act).
- (iii) If your application is deemed to be **complete**, it will be formally received as from the date of lodgement. You will receive an acknowledgement letter within 10 working days advising you that the application is formally received, and advising of the name of the Planner who will be processing the application.
- (iv) If your application is deemed to be **incomplete** (at the Section 88 check) it will be **returned** to you within 10 working days, along with details of the missing information (or information that is needed in order for it to be deemed complete).
If the returned application is re-lodged with the Council, it will be treated as a new application, ie, the processing clock starts from the date the application is re-lodged.
If you decide not to resubmit the application, the initial payment (deposit) will be returned to you, minus the charges incurred to date (eg, for the Section 88 check by the Planner), and for administration time.
- (v) After your application is formally received, the Council may make further requests, including: more information; additional consents; and/or written approvals from people that the Council considers are adversely affected by the proposal.
- (vi) Further changes may be imposed for processing your application, including public notification, and/or consideration by the Hearings Panel (Section 36 of the Act). If your application proceeds to limited or full notification, the notification fee must be paid prior to notification.
- (vii) Once your application has been formally received by the Council, it is available for public inspection.