

Applicant Details

Name

Postal Address

Home Phone

Cell Phone

Email

Agent Details (if different to that of the applicant)

Name

Postal Address

Phone

Client Reference

Email

Location of Activity

NB: A full site plan (to scale) is required as part of this application.

Street Address

Legal Description

Valuation Number

Written Consent of Affected Parties

N/A

Gained and Attached

Not Gained

Certificate of Title

CT Attached

Council to provide CT (Refer to fees & charges)

Signature/s

To be signed by the applicant or agent

Name

Date

Description of the Proposed Activity (Attach extra pages if required)

All applications must contain a general description of the activity that consent is being applied for. For example; a site description, existing and proposed activities buildings and structures, a description of any existing flora or fauna, parking access and loading information, provisions of services, any known sites of heritage or hazard prone areas and any easements.

Discussion of the actual and potential effects the activity may have on the environment (Attach extra pages if required)

Methods for avoiding, remedying or mitigating any adverse effects (Attach extra pages if required)

A description of any alternative methods that may have been considered (Attach extra pages if required)

Checklist of Information to be Provided with this Application

- A copy of a current certificate of title (less than 3 months old) or a copy of a purchase agreement where the CT has not yet been issued
- Application fee (see attached fee schedule)
- An assessment of Environmental Effects which must include:
 1. Brief Description of the Proposed Activity
 2. Discussion of the actual and potential effects the activity may have on the environment
 3. Methods for avoiding, remedying or mitigating any adverse effects
 4. A description of any alternative methods that may have been considered
 5. Identification of people affected by the proposal (if any)
- A fully dimensioned or to scale site plan showing:
 1. Road name, street number and north point
 2. The location of all existing and proposed structures – elevations of each proposed building are required
 3. The position of all boundaries
 4. Numbers, areas and dimension of proposed allotments (for subdivision)
 5. Proposed easements
 6. Vehicle parking, access and loading areas
 7. Existing and proposed landscaping
 8. Existing services (water, sewer, stormwater, power, telephone)
- If proposal involves the relocation of a building the following is required:
 1. Design and external appearance of the structure both existing and finished
 2. Builders report on the condition of the building
- If the proposal involves sites of historic value the following is required:
 1. Effect of the proposal on the protection of the value, integrity and character of the historic site
 2. The degree of modification or disturbance resulting from the proposal on the historic site
 3. A statement of actual and potential effects of the proposal on heritage values – and where possible how these can be mitigated
- If the proposal involves a natural hazard area (eg. Flood or a Faultline) the following is required:
 1. Building plans and elevations
 2. The location of all buildings and sealed surfaces within the site
 3. The effect on the building from the natural hazard area
 4. Proposed methods to avoid or mitigate any adverse effects of the natural hazard

5. The effect of the natural hazard on the health and safety of occupants and users of the site and the general public
6. As assessment of site stability and the resulting effect on the proposal from the natural hazard

Important notes for the Applicant

1. Please ensure your applicant is complete. If information is omitted Council will return the application to you within 10 working days under s88(3) of the RMA.
2. The required application fee must be paid before processing will start. If the application requires notification, the applicable notification fee must be paid prior to notification.
3. If the resource consent is granted, the applicant is legally required to comply with any conditions of the consent once they commence the activity.
4. Any building work associated with the proposed activity should not commence until a building consent has been obtained under the Building Act 2004.
5. When this application is lodged with Council it becomes public information and is available for public inspection. If there is commercially sensitive information in the proposal, please let us know at the time of lodgment.

Contact Details



Masterton District Council
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PO Box 444
MASTERTON 5840

06 370 6300
www.mstn.govt.nz
planningadmin@mstn.govt.nz

Internet banking:
03-0687-0271682-00
Ref: address & surname



Carterton District Council
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CARTERTON 5743

06 379 4030
www.cdc.govt.nz
info@cdc.govt.nz

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02-0608-0086383-03
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SOUTH WAIRARAPA DISTRICT COUNCIL
Kia Reretahi Tātau

South Wairarapa District Council
19 Kitchener Street
PO Box 6
MARTINBOROUGH 5741

06 306 9611
www.swdc.govt.nz
enquiries@swdc.govt.nz

Internet banking:
02-0680-0027337-00
Ref: resource consent & surname

Office Use Only

Application No.

Time