

Application for Resource Consent: Land Use

Resource Management Act 1991 – Form 9

Submit this form online at: onlineservices.ccc.govt.nz; or

Email to: resourceconsentapplications@ccc.govt.nz; or

Deliver to: Resource Consents Unit, Christchurch City Council, 53 Hereford Street, Christchurch; or

Send to: Resource Consents Unit, Christchurch City Council, PO Box 73013, Christchurch Mail Centre, Christchurch, 8154

For enquiries phone: (03) 941 8999 or email DutyPlanner@ccc.govt.nz

About this form

This form is used to apply for a land use consent under Section 88 of the Resource Management Act 1991. It must be accompanied by plans and other supporting information.

A deposit must be paid before processing will commence (refer to the Resource Management [Fee Schedule](#)). We will issue an invoice when the application has been received.

Applications are checked for completeness prior to acceptance. Please ensure that you have compiled your documents carefully to avoid delays accepting your application. A checklist is included at the end of this form.

Please also refer to the important information contained in Sections 13 and 14 of this form.

1. Pre-application advice

Have you had a pre-application meeting or discussions with any Council staff about this proposal?

 Yes

 No

If yes, what was the name of the planner or other staff member(s)?

Date of pre-application meeting / advice (if applicable):

Pre-application reference number:

2. Application site

Street address:

Legal description:

I have provided a Record of Title less than 3 months old, including a copy of any consent notice, covenant or other encumbrance to which the Council is a party. Note: These can be obtained from Land Information New Zealand:

<https://www.linz.govt.nz/land/land-records/order-copy-land-record/land-record-order-form>

OR

If it is needed for the processing of this application, I request that the Council obtain the Record of Title and any relevant encumbrances from Land Information New Zealand.

Full name and postal address of each owner and occupier of the application site (if different to the applicant):

3. Applicant

Please note that the **applicant** is responsible for the fees associated with this application, unless specified otherwise in Section 5. Where there is an agent, it is the Council's practice to communicate with both the agent and the applicant.

Full name (including middle name):

OR

Registered Company / Trust /

Organisation name:

Contact person / Trustee names:

Landline:

Mobile :

Email:

Will the proposed activity involve removal of more than 5m ³ of soil (per 500m ² of disturbed area) from the site?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Volume of soil removal:	<input type="text"/>	
Does the application involve changing the use of the land to one which, because the land has been subject to a HAIL activity, is reasonably likely to harm human health? (e.g. service station to office, orchard to residential)	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Does the application involve removing or replacing a fuel storage system or parts of it?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Does the application involve subdivision of the land?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
<p>If the answer to any of the above activity questions is also YES, then the NES <u>will</u> apply.</p> <ul style="list-style-type: none"> • Soil disturbance or removal exceeding the specified volumes requires resource consent. • Changing the land use or subdividing the land will require resource consent if the permitted activity requirements of the NES are not complied with. These include provision of a Preliminary Site Investigation carried out by a suitably qualified and experienced practitioner. • Removal or replacement of a fuel storage system will require consent if the permitted activity requirements of the NES are not complied with. 		
Does the proposed activity require resource consent under the NES?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
If the answer is YES, an assessment of the application under the NES must be provided as part of your Assessment of Effects on the Environment (refer Section 10 above). A Detailed Site Investigation may be required.		

10. Other applications

Resource consents: Have you applied for or obtained any other resource consents for this project from the Christchurch City Council or Environment Canterbury?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
If yes, what type of consent and the application number?	<input type="text"/>	
Building consent: Have you applied for a Project Information Memorandum (PIM) or a building consent for this project?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
If yes, what is the BCN number?	<input type="text"/>	

11. Development Contributions

The following information is required for assessment of levies under the Council's [Development Contributions Policy](#).

Gross floor area means the total internal floor area of a building, measured from the exterior faces of the exterior walls, or from the centre line of a shared wall separating two buildings or tenancies, including mezzanine floors and internal balconies, plus garaging and potentially habitable accessory buildings.

Impervious surface area means the area of a lot that is covered by a hard surface that does not allow water to penetrate to ground and therefore must have drainage to allow water to be removed from the site. This includes all areas of impervious surfaces as defined in the Christchurch District Plan, and also includes roof area and any areas that are or will be compacted gravel.

Residential development

The use of land or buildings for living accommodation purposes including residential units, serviced apartments and unit/strata development, and short-term visitor accommodation in a residential unit, but excluding retirement villages and travellers' accommodation such as hotels, motels and hostels.

Existing number of residential units:	<input type="text"/>
Number of existing residential units to be demolished or removed:	<input type="text"/>
Demolition / removal date:	<input type="text"/>
Number of proposed residential units:	<input type="text"/>
Gross floor area (m ²) of each proposed residential unit:	<input type="text"/> <input type="text"/> <input type="text"/>
Will there be two or more attached residential units on the site?	<input type="checkbox"/> Yes <input type="checkbox"/> No
If Yes, what is the proposed impervious surface area (m ²), including the area of roofs and hard surfaces:	<input type="text"/> m ²

Non-residential development

The use of land or buildings for commercial premises/offices, shopping centres, supermarkets, service stations, market, bulk goods / home improvement stores, retail facilities, manufacturing industries, restaurants, warehouse/storage, retirement villages, commercial travellers' accommodation.

Existing:

Gross floor area (GFA) for each existing land use activity:

Land use:	GFA:
	<i>m²</i>
	<i>m²</i>
	<i>m²</i>
	<i>m²</i>
	<i>m²</i>
Existing impervious surface area:*	<i>m²</i>

Proposed:

Gross floor area (GFA) for each proposed land use activity:

Land use:	GFA:
	<i>m²</i>
	<i>m²</i>
	<i>m²</i>
	<i>m²</i>
	<i>m²</i>
Proposed impervious surface area:	<i>m²</i>

12. Declaration

I have completed all relevant sections of this form, and I understand that my application may be returned as incomplete if it does not include all of the relevant information.

I understand that the fees paid on lodgement **are a deposit only**, and that the Council will invoice all costs actually and reasonably incurred in processing this application.

All of the information provided with this application is, to the best of my knowledge, true and correct. I understand that all information submitted as part of an application is required to be kept available for public record, therefore the public (including business organisations, media and other units of the Council) may view this application, once submitted. It may also be made available to the public on the Council's website. If there is sensitive information in your application please let us know.

Signature of Applicant (or person authorised to sign on behalf of applicant):

Date Print name

If you are signing this application on behalf of a company/trust/other entity (the applicant), you are declaring that you are duly authorised to sign on behalf of the applicant to make such an application.

Privacy information

The Council is subject to the Privacy Act 1993. For a full privacy statement see: <https://ccc.govt.nz/the-council/how-the-council-works/privacy-statement/>. If you would like to request access to, or correction of, your details, please contact us.

13. Fee information

The required deposit must be paid before processing of the application will start. A further invoice will be issued when processing has been completed if the cost of processing exceeds the deposit paid. If the processing cost is less than the deposit a refund will be issued to the **person who paid the fee**.

Where the application fee is to be charged to an **account holder** no deposit is required. Instead the actual fees will be invoiced on completion of processing.

Interim invoices may be issued on a monthly basis, including where the applicant is an account holder.

The Resource Management Fee Schedule can be viewed at: <https://ccc.govt.nz/consents-and-licences/resource-consents/resource-management-fees/>

DEBT RECOVERY – Where an invoiced amount has not been paid by the stated due date, the Council may commence debt recovery action. The Council reserves the right to charge interest, payable from the date the debt became due, and recover costs incurred in pursuing recovery to the debt.

MONITORING FEES – Please note that if this application is approved you will be required to meet the costs of monitoring any conditions applying to the consent, pursuant to Section 35 of the Resource Management Act 1991.

DEVELOPMENT CONTRIBUTIONS – Your development, if granted, may also incur development contributions under the Local Government Act 2002 in accordance with the Council's Development Contributions Policy. Any development contributions payable will be invoiced to the applicant.

14. Additional notes for the applicant

1. This application is for resource consent under the Resource Management Act 1991. When processing the application the Council can only consider relevant matters under the Resource Management Act. Please be aware that there may be a range of other matters which could affect your ability to carry out the proposed development or activity, and it is your responsibility to investigate these.
2. If your proposal involves building work or change of use of a building you may also require a building consent under the Building Act 2004. This must be applied for separately. Dependant on the nature of the proposal, other consents or licences may also be required under such legislation as the Health Act 1956 and the Sale of Liquor Act 1989.
3. You can apply for two or more resource consents that are needed for the same activity on the same form.
4. The written approval of persons the Council considers may be adversely affected by the proposal may be required as part of the application, if it is to be processed on a non-notified basis. This will be determined after the application has been lodged and assessed, and a site visit carried out.
5. Consultation with neighbours and other affected persons is at the discretion of and is the responsibility of the applicant.
6. The costs incurred in receiving and checking incomplete applications are invoiced to the applicant. To avoid delays and cost please ensure that you submit a complete application.
7. If further information is required after your application is accepted, you will be advised as soon as possible and processing of the application will be suspended until the information is received.
8. Please make sure all of the information supplied is accurate. Inaccurate information can cause difficulties at a later date, such as additional costs, delays and legal proceedings initiated by the Council and/or by other persons.
9. If resource consent is granted the applicant has a legal obligation to comply with any conditions of the consent.

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Christchurch 8013

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