

FOR OFFICE USE ONLY

CON020: APPLICATION FOR RESOURCE CONSENT

LAND USE APPLICATIONS INCLUDING WORKS IN OR WITHIN 7.5 METRES OF THE BEDS OF LAKES AND RIVERS

If you need help in filling out this form please contact our Customer Services staff on (03) 353-9007 or toll free 0800 EC INFO (0800 324 636). They will be able to provide some general assistance.

Send the completed application to: *Environment Canterbury, 58 Kilmore Street, P O Box 345, Christchurch 8140.*

Receipt number:

Charges paid: CRC:

Information

Completing all the questions in this form:

- (a) may satisfy the requirements of the Resource Management Act 1991 for an application for resource consent. Environment Canterbury will inform you if further information is required.
- (b) will assist with the prompt processing of your application - any omissions in the form may result in significant delays and costs while the required information is obtained.

Charges

Your application must be accompanied with the deposit charge specified in the "Summary of Resource Consent Charges" or at www.ecan.govt.nz. When your application has been processed, if the actual and reasonable costs incurred by Environment Canterbury exceed the deposit charge, you will be invoiced for the balance. If the cost of processing an application is less than the deposit charge paid, the balance will be refunded. You can require the provision of an estimate of the charge for processing your application. If an application is declined all charges must still be paid.

All accounts are payable by the 20th day of the month following the date of invoice. If the account is not paid within 30 days after the due date, our debt collection agent may charge you a fee equal to 25% of the unpaid portion of the account, but no less than \$25.00. Where the total debt collection costs, legal and other costs arising from the collection of any amount owing exceeds the debt collection fee charged, our debt collection agent is also entitled to recover such additional costs. All Environment Canterbury charges must be met by the applicant. This may include time spent discussing issues with the applicant and any other parties involved in the process.

Part A: Application Details

1. Name and address of applicant(s):

Surname: _____ First names (in full): _____ Mr/Mrs/Ms/ Miss/Dr/Prof.

Surname: _____ First names (in full): _____ Mr/Mrs/Ms/ Miss/Dr/Prof.

OR

Registered Company name and number: _____

Postal address: _____

Postcode: _____

Phone (home): _____ Phone (business): _____

Fax (home): _____ Fax (business): _____

Email: _____ Cellphone: _____

Contact person: _____

You must declare by ticking this box if you are an Environment Canterbury staff member, an Environment Canterbury Commissioner, or a family member of either.

2. Consultant/Agents details (if applicable):

Contact person: _____

Company: _____

Postal address: _____

Postcode: _____

Email: _____

Phone: _____ Fax: _____

During the processing of your application who will be the contact person for making decisions? Applicant Consultant / Agent
Note: All correspondence during the consent investigation process will be directed to this contact person, unless instructed otherwise. Final decision documents will be sent to the applicant.

Who will be the contact person for compliance monitoring matters? Applicant Consultant / Agent

3. Names and addresses of the owner and occupier of the site to which this application relates.

(You only need to include this information if it is different to that of the applicant(s))

Owner: _____ Phone: _____

Postal address: _____

Postcode: _____ Fax: _____

Occupier: _____ Phone: _____

Postal address: _____

Postcode: _____ Fax: _____

4. The location of the site to which this application relates:

Site address: _____

Locality: _____

Legal description: _____

Map reference: _____

The legal description can be found on the certificate of title, valuation notice, subdivision plan or rate demand for the site. Please include a copy of one of these with your application.

5. Under which District Council or City Council is this site located?

- | | | | |
|--|---------------------------------------|---|-------------------------------------|
| <input type="checkbox"/> Ashburton DC | <input type="checkbox"/> Kaikoura DC | <input type="checkbox"/> Timaru DC | <input type="checkbox"/> Waitaki DC |
| <input type="checkbox"/> Christchurch CC | <input type="checkbox"/> Mackenzie DC | <input type="checkbox"/> Waimakariri DC | |
| <input type="checkbox"/> Hurunui DC | <input type="checkbox"/> Selwyn DC | <input type="checkbox"/> Waimate DC | |

Have you consulted with the appropriate District or City Council to determine whether you need a consent from them for this activity?

Yes No

If yes, what was their response? _____

If a consent is required, have you applied for it? Yes No

PART B: ASSESSMENT OF EFFECTS**1. INTRODUCTION**

You must include an assessment of the effects of your activity on the environment as part of your application.

Section 88 of the Resource Management Act 1991 requires that each application include an assessment of the actual and potential effects of the activity on the environment. This assessment must be prepared in accordance with the Fourth Schedule of the Resource Management Act. A copy of this schedule is available from Customer Services. For further assistance in preparing this assessment, Environment Canterbury has a fact sheet available entitled "Preparation of Assessment of Effects on the Environment."

The assessment of effects will differ for each application depending on the type and scale of the activity. Consultation is one of the best ways of identifying adverse effects.

Note: The following riverbeds may have significant ecological values. We recommend that you consult with the relevant Department of Conservation Area Office or Field Centre when you are planning your activity:

- All rivers within National Parks;
- Ahuriri, Tekapo and Ohau riverbeds commencing the first day of August and ending the last day of February the following year; and
- The Ashley River between the Rangiora traffic bridge (Cones Road) and the Makerikeri River confluence commencing the first day of August and ending the last day of December.
- In addition to river beds, any works carried out within of the Coastal Marine Area as defined by the Resource Management Act;

DISCLAIMER: The above information has been compiled from records held by Environment Canterbury. Assistance may be required for explanation of this information and may be available from Environment Canterbury in some instances. Assistance can also be obtained from independent consultants who specialise in relevant areas of environmental management. All reasonable skill and care has been taken in compiling this information, however Environment Canterbury cannot guarantee its completeness or appropriateness for your purpose and therefore no liability is accepted for any loss or damage arising out of the use of this information. If the information is relied on in support of a resource consent application, it should be verified independently.

2. DESCRIPTION OF THE PROPOSED ACTIVITY**(a) Describe the Works**

Which of the following activities do you propose to do:

- Constructing or reconstructing/maintaining bridges, culverts, fords, pipes and other structures
- Removing structures, ie weirs, bridges, culverts, etc
- Removing vegetation
- Erosion/flood control works, stopbanks
- Planting vegetation
- Channel realignments
- Works to facilitate the diversion of water
- Excavation of more than 100 m³ of material over an unconfined/confined aquifer where groundwater is intercepted
- Other (please specify): _____

(b) Please provide a detailed description of the proposed works. Label this as Attachment 1**(c) Location of Works**

Name of waterway in which works will take place: _____

Map reference: _____

(d) Duration of works:

Please specify the duration of works: _____

(e) Photos:

- Please ensure you have attached recent photos clearly outlining the proposed areas of works.
- Please date and sign all attached photos.

Please label these Attachment 2.

(e) Topographical Map:

Please ensure you have attached a clear copy of a topographical map showing the location of the works.

Please label this Attachment 3.

(f) Construction methods

Please detail:

- (i) Methods of construction and materials used: _____

- (ii) Provide plans that clearly show the structure/works in relation to the watercourse.

Please label these Attachment 4.

3. LEGAL AND PLANNING MATTERS

Please state under which rule(s) of the relevant plans you require resource consent: _____

Note: Please refer to the Transitional Regional Plan for the Canterbury Region and proposed Natural Resources Regional Plan rules for details. Alternatively, please contact Customer Services staff for assistance.

4. CONSULTATION

(a) Other Parties

If your works will be carried out in flowing water or are near structures, areas of significance etc, have you consulted with any of the following parties:

- | | | |
|---|------------------------------|-----------------------------|
| • Fish and Game | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| • Department of Conservation | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| • Runanga | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| • TOLL | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| • Transit NZ | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| • Recreational users | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| • Irrigation abstractions | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| • Stockwater abstractions | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| • Adjacent neighbours | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| • ECan Hydrology (if near water level or recorder sites) | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| • ECan Water Quality section (if near water quality site) | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| • ECan River Engineering | <input type="checkbox"/> Yes | <input type="checkbox"/> No |

If you have ticked yes to any of the above boxes, what was their response and how do you propose to mitigate the adverse effects that they have views about?

If you have ticked no to any of the above boxes, please indicate why you do not consider the parties to be affected by your proposal:

NOTE: A written approval form is attached to the back of this application form. Please attach written approvals from those you consider may be adversely affected and label them as **Attachment 5**.

5. DESCRIPTION OF THE AFFECTED ENVIRONMENT

Please identify if the following wildlife/fish and significant sites are located within one kilometre of your proposed works? Please identify the distance they occur from the works.

- Salmon/trout _____ m
- River birds _____ m
- Food gathering areas _____ m
- Fish spawning areas (including inanga) _____ m
- Wetland bird areas _____ m
- Other species (e.g. skinks): _____ m
- Department of Conservation reserve areas _____ m
- Historic sites
- Silent file area
- Other _____ m
- Native fish _____ m
- Mudfish _____ m
- Natural wetlands _____ m
- Popular fishing sites _____ m
- Native vegetation areas _____ m

Will the works take place in a rating district? Yes No

If yes, have you consulted with the ECan River Engineering section? Please provide details of any consultation.

6. ASSESSMENT OF ACTUAL AND POTENTIAL EFFECTS

(a) Effects on Erosion, Flooding and Essential Structures

(i) Flow capacity for bridges and culverts

Has a qualified engineer calculated the flow rates based on the catchment area and estimated the required clear waterway area below the bridge/culvert proposed?

Yes No If yes, please label and attach their report as **Attachment 6**.

• Please outline how you propose to mitigate adverse effects on the flood-carrying capacity and flooding patterns of the waterway. _____

• Please outline how you propose to mitigate adverse effects of bank erosion and stability. _____

• Are there any there man-made structures within one kilometre of the proposed works? If yes, how do you propose to mitigate adverse effects on these structures? _____

(ii) Excavation Depth

• How deep will you excavate below the level of the natural riverbed? _____ metres

- Will you excavate to a level below 300 millimetres above the level of the flowing water contained in any channel adjacent to the active work site? Yes No

(b) Effects on Water Quality

- Please provide details of the Erosion and Sediment Control Plan that you will implement to mitigate adverse effects on water quality.

- How do you propose to mitigate the spread of Didymo?

Will the Biosecurity New Zealand's "Didymo Hygiene Protocols" be adhered to? Yes No

If no, why not? _____

(c) Effects on Ecosystems

(i) Birds

- Will works occur in the bird nesting season (generally October to February)? Yes No

If yes, will works occur within 100 metres of areas known for nesting birds or birds rearing their young in the bed of the river?

Yes No

If yes, how do you propose to mitigate against adverse effects on birds, for example, will a suitably qualified and independent person inspect the river bed at least eight days before works start?

(ii) Fish and Instream Values

- What time of year do you propose to do works? _____

- Will works occur in or near flowing water? Yes No

If yes, what measures will be taken to minimise disturbed sediment? _____

- Will vehicles/machinery enter or cross the river bed though flowing water? Yes No

If yes, what measures will be taken to ensure fish passage and minimum disturbed sediment?

- Will there be any storage of fuel or refuelling of vehicles and machinery anywhere on the bed of a river?

Yes No

If yes, what measures will be taken to ensure contaminants do not enter flowing water?

(d) Effects on Amenity Values, People and Communities

- What hours of work will works occur? Between _____ am and _____ pm inclusive

- Will works be carried out on weekends or public holidays? Yes No

- What measures will be adopted to ensure that works do not cause odour or deposit particulate material, which is offensive or objectionable beyond the boundary of the works?

- In the event of any disturbance of Koiwi Tangata (human bones) or taonga (treasured artefacts), will you immediately:
 - (a) Advise Environment Canterbury of the disturbance; Yes No
 - (b) Advise the local Upoko Runanga or their representative of the disturbance; Yes No
 - (c) Cease earthmoving operations in the affected area until an area has been marked off around the site, and Kaumatua and archaeologist have give approval for work to recommence. Yes No

Note: This may be in addition to any agreements that are in place between the consent holder and the Upoko Runanga. (Cultural Site Accidental Discovery Protocol).

- Please list all known users of the watercourse and surrounding area that may be affected by the works. Please note mitigation measures proposed to ensure that these people are not affected and any consultation done.

(e) Other

- Will you ensure machinery is free of plants and plant seeds prior to use in the riverbed? Yes No
- Will you provide a copy of the resource consent to any person exercising your consent and explain to them how to comply with the conditions of the consent? Yes No
- Will you notify Environment Canterbury at least two days before starting works? Yes No

If you answered "No" to any of the questions above, please explain why. _____

7. ADDITIONAL MITIGATION MEASURES

Please provide details of any mitigation measures proposed that have not been included elsewhere in this application.

CHECKLIST OF ATTACHMENTS TO BE INCLUDED WITH THE APPLICATION

- Attachment 1 – Description of works
- Attachment 2 – Photos
- Attachment 3 – Map showing location of the works.
- Attachment 4 – Construction plans
- Attachment 5 – Written approval form for other affected parties (*If applicable*) and/or details of consultation undertaken. If consultation has not been undertaken, provide reasons for why you do not consider it necessary.
- Attachment 6 – Engineering report (*If applicable*)

PART C: OTHER INFORMATION

1. PREVIOUS CONSENTS

(a) Have you held any previous consents at this site for this activity or any related activities? Yes No
 If yes, please supply the consent reference number(s) or consent holder's name (if different from current applicant's name).

CRC _____ Name: _____

(b) If your application is to replace an existing consent which has not yet expired, do you agree to your application being processed outside the timeframes set out in the Resource Management Act (Section 37(5A) approval) but before the expiry of your existing consent? Yes No N/A

2. OTHER CONSENTS /PERMISSIONS REQUIRED: You may also require consent from the District Council and/or a concession from the Department of Conservation. Please also contact Land Information New Zealand (LINZ), Crown Property Management, on 0800-665-463 or (04) 460-0110 as you also need written land-owner approval of the Crown to work in most riverbeds and lakes.

• Have you consulted with:

Department of Conservation Yes No Concessions required? Yes No

LINZ Yes No Approval required? Yes No

3. NOTIFICATION

If your assessment of effects has shown that adverse effects on the environment are likely to be more than minor and/or there are people who may be adversely affected from whom you are unable to obtain written approval, you may wish to request that your application be publicly notified in order to avoid possible delays in the processing of your application.

The final decision to notify or not notify an application will still be made by Environment Canterbury.

Please note that an application cannot be notified unless there is sufficient information for the notice that makes it clear what is being applied for, and how it might affect the environment (including people).

I request that my application is notified. (check box)

4. DURATION REQUESTED

Please specify the duration sought for your consent(s): _____ years _____ months.

Note: The maximum duration allowed under the Act is 35 years.

5. START DATE

Resource consents lapse five years after their commencement date unless the consent has been given effect to or an application is made to Environment Canterbury to extend this period.

When do you propose to start the activity? _____ (date/month/year)

6. ERRORS AND OMISSIONS

When you receive your Resource Consent Documents please check that the details are correct. You have a 15 working day period after the decision is notified to allow you to object or advise of errors or omissions without cost.

ADDITIONAL NOTES TO APPLICANTS

1. Your application must be publicly notified unless Environment Canterbury is satisfied that the adverse effects on the environment will be minor and written approval has been obtained from every person Environment Canterbury considers may be adversely affected by the granting of your application (unless Environment Canterbury considers it unreasonable to require the obtaining of every such approval). Enclosed is a form "Written Approval of Persons Likely to be Adversely Affected" to help you obtain such approvals.
2. Section 128 of the Resource Management Act 1991 sets out the circumstances in which Environment Canterbury may review the conditions of a resource consent. Under Section 128(c) Environment Canterbury may undertake a review at any time if the application contained any inaccuracies which materially influenced the decision made.
3. The information you provide with your application is official information. It will be used to process your application and, together with other official information, assist in the management of the region's natural and physical resources. Access to information held by

Environment Canterbury is administered in accordance with the Local Government Official Information and Meetings Act 1987, and Privacy Act, 1993. Your information may be disclosed in accordance with the terms of these Acts. Public access is also provided to consent information via Environment Canterbury's website. It is therefore important you advise Environment Canterbury if your application includes trade secrets and/or commercially sensitive material.

PART D: SIGNATURE AND DATE

I have read all of the information on this application form and I understand that I am liable to pay all actual and reasonable charges relating to the processing of this application.

I also understand that if the application is granted, I will be liable to pay all actual and reasonable charges related to compliance monitoring of that consent.

Signature of **consultant**

Date

Full name of person signing – please print

Signature of **applicant**

Date

Full name of person signing – please print

Note: Environment Canterbury must have written authorisation. Both the consultant (if used) and the applicant must sign this section.

CHECKLIST

Have you remembered to:

- Complete all the details set out in Part A of this application form.
- Include an assessment of effects of the activity on the environment, set out in Part B of this application form – must include a site plan.
- Sign and date this application form.
- Include the appropriate deposit charge as set out in the "Summary of Resource Consent charges".
- Include all Attachments.
- Consult local Runanga if your proposed activity occurs:
 - (a) Within a statutory acknowledgement area?
 - (b) Within a silent file area?
 - (c) Close to a site of cultural significance? Or
 - (d) Otherwise affects a site of cultural significance?