

# CON300: APPLICATION FOR RESOURCE CONSENT

## FOR SMALL SCALE BURNERS OUTSIDE CHRISTCHURCH CLEAN AIR ZONE (CCAZ)

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, PO Box 345, Christchurch 8140.*

FOR OFFICE USE ONLY

  
  
  
  
  
  
  
  
  
  

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](http://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

Surname: \_\_\_\_\_ First names (in full): \_\_\_\_\_ Mr

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:

Fax:

Postcode:

Occupier:

Phone:

Postal address:

Fax:

Postcode:

**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

- (a) Will the burner be in a:  New house  House extension  House replacement  Other
- (b) Is this application for a:  New activity  Existing Activity
- (c) Are there any previous or existing consents relating to the activity on site?  Yes  No

If yes, please provide the reference number and description:

*Note: If you have an existing consent that has lapsed, do not use this form. Ask Customer Services for a "Lapsed consent" form.*

- (d) List any other consents required from the Regional Council and indicate whether they have been applied for:

### 2. DESCRIPTION OF THE PROPOSED ACTIVITY

#### (a) Site details:

- (i) Is the property in Christchurch Clean Air Zone 1?  Yes  No

*If 'no', continue with the application, if 'yes' do not use this application form and see the approved heating section of the Environment Canterbury website, or Customer Services, for the guidelines on what you can install.*

- (ii) Height of the top of the flue above ground level:
- (iii) Height of the roof apex above ground level:
- (iv) Distance from the discharge to the nearest boundary:
- (v) Total area of property:
- (vi) Distance from the discharge to the nearest dwelling owned by someone else:
- (vii) The zoning of the property under the relevant District/City plan:

*Note: if your property is less than two hectares, then special rules apply under the National Environmental Standards. See the approved heating section of the Environment Canterbury website, or Customer Services, for the guidelines on what you can install.*

#### (b) Design of the burner:

- (i) Make and model of the burner to be installed:
- (ii) Approximate kilowatt rating:
- (iii) Type of burner (wood, multi-fuel, pellet, coal):

*If the burner is on the Environment Canterbury list of approved burners you do not require a resource consent.*

*Note: see the approved heating section of the Environment Canterbury website, or Customer Services, for the guidelines on what you can install.*

#### (c) Installation and maintenance:

- (i) Will the burner and flue be installed to the manufacturer's specification?  Yes  No

*If no, please describe any variations*

- (ii) Will the burner be maintained and serviced at least once every two years by a person competent in the servicing of such appliances and a log book kept for this purpose?

Yes  No

*If no, please describe.*

### 3. LEGAL AND PLANNING MATTERS

Chapter 3 of the Canterbury Natural Resources Regional Plan sets out policies and objectives relating to air. In order to satisfy the rules of the Plan, please answer the following questions:

- (a) Will you ensure that unsuitable fuels are not used in the burner, including the following which are prohibited:

- Wood with a moisture content greater than 25% dry weight
- Wood that is painted, stained, treated with preservatives or other chemicals
- Chip board
- Materials containing metals, including cables
- Materials containing asbestos
- Rubber
- Waste, including animal waste or sludge
- Synthetic materials such as plastic and batteries
- Waste oil and re-refined oil
- Peat

Yes       No

(b) Will you ensure that the operation of the burner will not cause objectionable or offensive smoke or deposition of smoke particles?

Yes       No

If you answer no to either of these questions, please provide brief details below:

**4. CONSULTATION**

(a) Have you identified any person(s) that could be adversely affected by the proposed discharge?

Yes                       No                       N/A

(b) Have you obtained the written approval of these person(s)?

Yes                       No                       N/A

*A written approval form is available at [www.ecan.govt.nz](http://www.ecan.govt.nz) or Customer Services. If applicable, please provide a map that indicates the properties of people who have provided their written approval to your proposal.*

**5. DESCRIPTION OF THE AFFECTED ENVIRONMENT**

(a) Is the site:                       Flat                       Rolling                       Hill                       Alpine                       Other

(b) Please describe the affected environs, including any relevant information about the surroundings for example the location of nearby schools, parks, sports grounds, churches or hospitals and any other combustion sources. A map of the site may help.

**6. ASSESSMENT OF ACTUAL AND POTENTIAL EFFECTS**

(a) **Air Quality.** Please provide a written statement on whether effects on the air quality are considered minor. This could include a summary of reasons such as scale of activity, land use, stack height, wood fuel only used, distance to nearest boundary etc.

(b) **Nuisance Effects.** Please provide a written statement on whether nuisance effects are considered minor. This could include a summary of reasons such as land parcel size, surrounding land parcel sizes, distance to the nearest house, mitigation measures etc.

**7. ADDITIONAL MITIGATION MEASURES**

Please provide details of any mitigation measures proposed that have not been included elsewhere in this report (eg for a woodburner this might include a description of the proposed fuel).



**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
- Enclose a **site plan and written approvals** (if applicable).
- Include a copy of the **certificate of title**, rates demand, subdivision plan or valuation notice for the site your application relates to.
- Sign and date** Part D of this application form.
- Include the **appropriate deposit** charge as set out in the “Summary of Resource Consent charges”.
- 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?