**4B Industrial discharges to land and/or water (including stormwater)**

We recommend you discuss your application with a Consents Planner before you apply. The first hour is free and will save you time and money in the long run. After the first hour, we will charge you for the service. We’ll let you know before we start charging.

**Call the Consents Duty Planner on 0800 884 880 with consents questions. For more information email** [**consents.queries@boprc.govt.nz**](mailto:consents.queries@boprc.govt.nz) **or visit** [**www.boprc.govt.nz**](http://www.boprc.govt.nz)

**See Notes to Applicant (last pages of form) before filling in this application form.**

Discharges are subject to rules in the Regional Natural Resources Plan, which is on our website: [http://www.boprc.govt.nz/knoweldge -centre/plans/](http://www.boprc.govt.nz/knoweldge%20-centre/plans/).

**Rule/s** of Regional Natural Resources Plan that apply to the activity:

**Activity status** of your consent application:

Controlled

Restricted discretionary

Discretionary

I apply for resource consent under Section 88 of the Resource Management Act 1991.

*If you’ve already filled out Part 1 on another form (if applying for more than one activity), go straight to Part 2 of this form.*

**PART 1**

1. **Applicant/s name** *(name/s to be on the consent)*

Surname:

First names:

**OR**

Trust & trustee names (*if application on behalf of a trust)*

Trust name:

Trustees’ names:

Trustees’ contact details:

**OR**

Company name:

Contact person:

NZ Companies Register number:

1. **Applicant/s contact details**

Postal address:

Telephone *(tick preferred contact number)*

Residential        Business

Cell

Email

1. **Consultant details** *(or other person authorised to apply on behalf of applicant)*

Company name:

Contact person:

Postal address:

Telephone *(tick preferred contact number)*

Business        Cell

Email

Send all **correspondence** relating to this application(s), including **invoices**, to:

Applicant  Consultant

1. **Owner/occupier name and address** *(of the site relating to application)*

**Owner:**

Postal address:

Residential        Business

**Occupier:**

Postal address:

Residential        Business

*If the applicant does not own the land on which the activity relates, then it is good practice to provide landowner written approval with the application.*

1. **Regional consent(s) being applied for**
2. **District** the activity is located in:

Whakatāne District  Ōpōtiki District

Rotorua District  Kawerau District

Western Bay of Plenty District  Tauranga District

Taupō District

1. Application to replace an **existing or expired consent**(s):  Yes  No

If yes, consent number(s):

1. Consent **duration** sought:

      years       months

Start date

Completion date *(if applicable)*

1. Resource consent(s) also required from a district council:  Yes  No

Type of consent required

Has it been applied for?  Yes  No

Has it been granted? *(If yes, please attach)* Yes  No

1. **Activity location/s**

Site address/es:

Legal description/s *(from Certificate of Title, valuation notice or rate demand)*:

Map reference/s NZTM:

**PART 2**

1. **Activity description**
2. Industrial discharges are sourced from: *(tick all that apply)*

Sewage treatment plant, servicing *(lease specify)*

Industrial premises/processes (including stormwater) *(specify)*

Water treatment

Other *(specify)*

1. **Process details**
2. Supply a detailed flow chart and description of the process that results in or could result in a discharge to water or land. Describe the raw material by-products and final products will be generated during the transformation process:

1. Operation time: *(hours/day and days/year)*

1. **Site plan**

Provide a site plan showing location of the activity, site layout, and receiving environment in relation to property boundaries. Show the immediate areas where the discharge runs off your site, and the wider areas that could be affected by discharges (including stormwater) from your site, including open drains, streams, rivers, and the harbour.

Include architectural/surveyor plans showing all buildings, developments, and a comprehensive site drainage plan. Show existing privately-installed drainage, council drains, soak pits, catch pits, interceptors, tanks, sumps and filters.

*You can use our mapping system (*[***www.boprc.govt.nz***](http://www.boprc.govt.nz) ***keywords ‘regional mapping’****). The maps include property boundary and contour layers. You can search by property, view and print topographic maps and aerial photographs.*

1. **Receiving environment**
2. Receiving **surface water body** *(stream, pond, drain, wetland, etc.)* or **land where it may enter water**:

Name(s) of water body(ies)

*Mark this area on your site plan.*

Sensitivity of water body

Is the discharge:

Diffuse *(does not occur at a specific, identifiable point).*

In or to the coastal marine area

Point source *(at one location through outlet such as a pipe or channel)*

To a reticulated stormwater network

If discharge is point source, describe **erosion protection** **at the discharge point**. Attach design drawings, photos and relevant hydrological calculations:

Other **features/activities close to the proposed discharge**, e.g. food gathering, areas of cultural significance, water abstraction, significant native habitats:

1. **Land soakage**

Name of area where land soakage will occur

*Mark this area on your site plan.*

Sensitivity of land

Is the discharge:

Diffuse *(does not occur at a specific, identifiable point)*

In the coastal margin (0-40 m from the coastal marine area)

Point source *(at one location through outlet such as a pipe or channel)*

If discharge is point source, describe **erosion protection at the discharge point** and provide design drawings and photographs:

Soil type of area where land soakage will occur:

Drainage of area where land soakage will occur:

Distance to groundwater at point of discharge:

1. **Assessment of environmental effects (AEE)**

The AEE must include, but not be limited to:

* The rate of discharge and hydrological effects
* Source control
* Treatment
* Environmental Management Plan (EMP)
* Alternatives
* Maintenance
* Contingency
* Monitoring
* Other mitigation
* Any other effects relevant to the proposal

*Submit your company’s Environmental Management Plan with your application. If you would like to put one together, check our Environmental Management Plan Checklist on our website (*[***www.boprc.govt.nz***](http://www.boprc.govt.nz)*).*

1. **Cultural effects assessment**

*The Regional Policy Statement is clear that only tangata whenua can identify their relationship with an area. It is good practice to consult with tangata whenua about your application so that you can provide an accurate assessment of cultural effects.*

*We can provide a list of iwi and hapū with an interest in the site. Iwi and hapū management plans are on our website* [*www.boprc.govt.nz*](http://www.boprc.govt.nz) *(key words ‘iwi management plans’). We can provide details about identified archaeological sites and Statutory Acknowledgements.*

*Contact the Consents Duty Planner on 0800 884 880 for more information.*

Provide an **assessment of cultural effects** associated with the proposal:

*[Continue as necessary]*

1. **Assessment against relevant objectives & policies of the relevant plan/s**

*Provide an assessment of the proposal against the relevant objectives and policies of the relevant regional plan/s, on our website:* <http://www.boprc.govt.nz/knowledge-centre/plans/>.

*[Continue as necessary]*

1. **Affected persons**

*For your application to be considered for* ***non-notification*** *you must gain written approval from all persons who may be affected by the proposal. We can help you identify people/organisations likely to be affected. Affected persons may include neighbouring land owners and occupiers, organisations such as the Department of Conservation, Land Information New Zealand (LINZ), Eastern Region Fish and Game Council, iwi, hapū and/or community groups.*

*The form ‘Affected Person’s Written Approval’ can be filled out by the affected party and attached to this application. It is on our website:* [***www.boprc.govt.nz***](http://www.boprc.govt.nz) ***keywords ‘resource consent forms’.***

Provide details of persons who may be affected by your proposal. If you have discussed your proposal with any of these persons, record their comments and your response, and submit with your application:

Name

Address

Written approval attached

Name

Address

Written approval attached

Name

Address

Written approval attached

*[Continue as necessary]*

1. **Extending timeframes**

*The RMA specifies timeframes for processing resource consent applications. Timeframes can be extended with the applicant’s agreement.*

May we extend the consent processing timeframe?

Yes, if I can use my existing consent until this application is processed *(renewal only).*

Yes, if the extension is to discuss and try to agree on consent conditions.

Yes, if the application process is completed before

No.

1. **Deposit**

A **$2700** deposit (including GST) is required with this application. This can be paid online, by cash, or eftpos at a Regional Council reception desk. Our bank won’t accept cheques after 1 May 2021.

* Bay of Plenty Regional Council’s bank account number is **06 0489 0094734 00.** Use the applicant’s name as the reference. We’ll give you a GST invoice marked “PAID” when you’ve paid.
* The application will not be accepted until the deposit is paid. We’re happy to hold the forms, but won’t start processing until we receive payment.
* **Additional charges are usually incurred**, depending on the resource we use in processing your application *(e.g. staff time, technical reviews, complexity of application)*. Staff can give an estimate of expected costs. Please see the schedule of fees attached.

**Checklist**

Name of **staff member** you discussed your application with:

Pre-application code RM     -     -PĀ

Attach any pre-application correspondence/advice

**The following information must be included in your application:**

Complete all details in this application form

Assessment of environment effects (AEE), as set out in Schedule 4 of the RMA

Assessment of cultural effects

Assessment of the activity against the relevant objectives and policies in the relevant regional plan/s

Written approval from all affected parties and/or summary of consultation carried out

Site plan

Sign and date the application form

Pay the deposit

Other relevant information *(e.g. Certificate of Title, details from the Companies Register)*

**Unchecked boxes may result in your application being returned under s88 of the RMA.**

**Send your application to RegulatoryAdmin@boprc.govt.nz**

**Information privacy**

The RMA requires this information to process the application and assist in managing the region’s natural and physical resources. Information in this application is regarded as **official information**.

Bay of Plenty Regional Council will hold this information, and it is subject to the Local Government Official Information and Meetings Act 1987 and the Privacy Act 2020. **This information will generally be available to the public. Let us know if you want any of this information to be confidential.**

**1 I have authority to sign on behalf of the party/ies named as applicants for this consent.**

**2 I have read, and understand, all information in this application form, including the requirement to pay additional costs.**

**3 All information provided is true and correct. I understand that inaccurate information could result in my resource consent being cancelled.**

Signature Date:

Name:

**IMPORTANT**

**NOTES TO THE APPLICANT**

**READ THIS BEFORE FILLING OUT THE APPLICATION FORM**

Call the Consents Duty Planner on 0800 884 880 with consents questions.

1 **We’ll not start processing your application until the $2700 deposit is paid** unless prior arrangement is made. Processing costs are likely to exceed the deposit; we’ll invoice you for the balance.

2 You may be required to pay a **resource management charge** associated with holding a consent (s36 of the RMA). Accounts are payable by the 20th of the month following date of invoice. Where costs are more than $2000 above the deposit, you may be requested to make interim payments towards the final total cost.

3 The **coastal marine area** is the area from the outer limit of the territorial sea (12 nautical miles) to the line of mean high-water springs. For activities at river mouths, contact the Consents Duty Planner for clarification.

4 Let us know if your application includes **trade secrets** and/or **commercially or culturally sensitive material**. Section 42 of the RMA enables protection of sensitive information.

5 Schedule 4 of the RMAsets out the **information you must provide**. If insufficient information is provided, we may put the application on hold or return it as incomplete.

6 **Identify every consent required** for the proposal. We may put the application on hold until you apply for all resource consents required (s91 of the RMA).

7 If we request **further information** (s92 of the RMA), the application will be put on hold and processing will not restart until all information is received.

8 An application does not need to be publicly notified if the environmental **effects are minor and written approval has been obtained** from everyone adversely affected by the granting of the consent (s95D and s95B of the RMA). Written approval forms are on our website: <https://www.boprc.govt.nz/do-it-online/consent-forms/> under ‘Other forms’.

9 We may **review any consent** at any time if the application contains inaccuracies that materially influence the decision made (s128(1)(c) of the RMA).

**How to prepare an assessment of environmental effects**

**Key points of Schedule 4 of the RMA**

The amount of information in your assessment of environmental effects (AEE) should correspond to the scale and significance of the proposal’s environmental effects. Your AEE must include:

* A full description of the proposal, including the site and locality; a site plan and plans of your proposal.
* A description of the environmental effects, including the significance and nature of the effects. Address specific environmental effects and refer to issues identified in the relevant regional plan/s.
* A discussion of effects that may need to be controlled or monitored, how the control or monitoring will be carried out, and by whom.
* A description of alternatives to avoid, remedy or mitigate environmental effects.
* An assessment of risks to the environment from hazardous substances and/or discharge of contaminants.
* An assessment of the activity against the relevant objectives and policies in the relevant regional plan/s.
* A record of consultation: names and comments of people you discussed the proposal with.

You may need specialist advice for more complex applications. Call the Consents Duty Planner on 0800 884 880 for more information.

**It is not adequate to state that there are no environmental effects.**

If your AEE is not sufficient, we may:

* not accept your application
* turn down your application
* impose many conditions on your resource consent
* ask for more information, delaying the time to process your application, or
* commission someone else to review the application at your cost.

**For more information** see the Ministry for the Environment’s *Good Practice Guide on How to Prepare an AEE* and its brochure on making resource consent applications, at [**www.mfe.govt.nz/publications/rma**](http://www.mfe.govt.nz/publications/rma)

**Hourly charges for staff and consultants**

|  |  |
| --- | --- |
| **Group** | **Hourly charge**  **Incl GST**  **(Excl GST)** |
| Administration/Coordinator | $140.00  ($121.74) |
| Officers/Planners  Senior Officers/ Planners  Engineers/Scientist/Regulatory Project Officers (RPO)  External contracted Compliance Monitoring Officer (externally contracted)  Maritime Officer | $200.00  ($173.91) |
| Team Leaders/Senior RPO/Works Engineer/Senior Maritime Officer  Senior Engineer/Senior Scientist/Harbourmaster  Pou Ngaio (Technical/Cultural RMA Specialist) | $220.00  ($191.30) |
| Managers/Regional Harbourmaster/Engineering Manager | $325.00  ($282.61) |
| Consultants/Contractors | As charged by consultant/contractor |
| Regional Council staff mileage | Current applicable  IRD rate |

The full **Charges Policy** is on our website:

[**http://www.boprc.govt.nz/knowledge-centre/policies/section-36-charges-policy/**](http://www.boprc.govt.nz/knowledge-centre/policies/section-36-charges-policy/)