**3C Land use activities in catchments Lakes Ōkāreka, Rotoehu, Ōkaro, Rotorua and Rotoiti**

We recommend you discuss your application with a Consents Planner before you apply. The first 30 minutes are free and will save you time and money in the long run. After the first 30 minutes, 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** **or visit** [**www.boprc.govt.nz**](http://www.boprc.govt.nz)

**See notes to applicant (last pages of form) before filling out this application form.**

I apply for resource consent under section 88 of the Resource Management Act 1991 (RMA).

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

Company name:

Contact person:

Postal address:

Telephone *(select preferred contact number)*

[ ]  Business       [ ]  Cell

Email

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

[ ]  Applicant [ ]  Consultant

Send **correspondence** and **invoices** once consent is granted, to:

[ ]  Applicant [ ]  Consultant

Purchase Order Number for invoices (if required):

1. **District and consent term**
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**

**Notes for applicants**

1. As well as this form, you must complete the Application for a Resource Consent (Base Form).
2. The Resource Management Act 1991 requires resource consent applications to include an assessment of environmental effects (AEE) identifying the actual and potential effects that the activity may have on the environment. It also requires the applicant to identify the ways in which those effects can be avoided, remedied, or mitigated. This form is to help you provide an AEE.
3. You must fully complete this application form. If you do not, your application may not be accepted, or it will be on hold while further information is sought from you.
4. This form is only a guide. The level of information you provide should be in accordance with the scale, scope and effects of your proposal; a larger proposal may require more information.
5. This form is to discharge nitrogen and phosphorus in the Rotorua lake catchments covered by Section 9.4 of the Regional Natural Resources Plan. Other forms cover other activities.
6. Call the Consents Duty Planner with consents questions on 0800 884 880.
7. All the application information you provide is public information. You can request the information be kept confidential if you think it is commercially sensitive. Please provide a request as a separate document.
8. **Description of activity** *(select all that apply)*

[ ]  Grazing, dry stock: type of stock

[ ]  Piggery

[ ]  Dairy Farming

[ ]  Cropping (*specify*)

[ ]  Forestry (*specify*)

[ ]  Onsite effluent treatment system (*e.g. septic tank*)

[ ]  Other *(specify)*

Size of property:       hectares

Include a farm map/aerial photograph clearly showing the property boundaries and locations of activities.

*You can use the mapping system on our website (*[***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. **Mitigation measures**
2. Measures to maintain and/or improve water quality as a result of the nutrient discharges (*including groundwater and surface water*):

1. Measures to offset adverse effects on aquatic ecosystems in surrounding streams and rivers as a result of the nutrient discharges:

1. Measures to limit nitrogen and phosphorus discharges, and/or offset the inputs in the same catchment:

1. **Nutrient management**

Attach a completed Overseer® nutrient budget file, which models total calculated nutrient losses from your property.

*This must be completed by an appropriately qualified professional, using the most recent Overseer® version. We can give you a list of people qualified to do this.*

1. **Nitrogen and phosphorus management plan**

*A nitrogen and phosphorus management plan is required to show how you will manage the property so that the long term average nitrogen and phosphorus discharge (calculated in the Overseer****®*** *file described above) does not exceed the diffuse discharge allowance (DDA).*

Provide a nitrogen and phosphorus management plan including:

* 1. Stock type(s), numbers and stock policy.
	2. Percentage of male cattle (*if any*).
	3. Type of fertiliser applied, NPKS rating, rate of application, where, and when.
	4. Supplements brought onto or taken off farm.
	5. Winter management – number, type of stock, and length of time grazing off.
	6. Other nutrient mitigation practices.
	7. An Overseer**®** nutrient budget assessment and associated OVP electronic files.
	8. Supporting plans/maps showing block set-up.
1. How mitigation measures will be implemented, maintained, and measured.
2. Contingency measures.
3. Cropping
4. **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 is processed before

[ ]  No.

1. **Deposit**

A **$2,700** 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 resources 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 pre-application correspondence/advice

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

[ ]  Complete all details in this application form

[ ]  Assessment of environmental effects (AEE), as set out in Schedule 4.

[ ]  Assessment of cultural effects

[ ]  Written approval from affected persons 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.**

**Information privacy**

The RMA requires this information to process the application.

Bay of Plenty Regional Council (“BOPRC”) will use the information provided with your application to process your application and to assist in managing the region’s natural and physical resources. Information in this application is regarded as **official information** and available to the public on request in accordance with the Local Government Official Information and Meetings Act 1987. In addition, you agree that the information in your activity application (Forms 1A to 7B) (and any documentation provided in support) will be published and made available on our website. **It is important that you let us know if your application includes trade secrets, commercially sensitive information, and/or any other information that you would like to remain confidential.**

This application will likely contain personal information within the meaning of the Privacy Act 2020. You agree that any personal information provided with this application will be held and used by BOPRC in accordance with our Privacy Statement (available at [www.boprc.govt.nz](http://www.boprc.govt.nz)) and the Privacy Act 2020.”

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

**2 I have read, and understand, all of the information in this application, 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

**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 will not start processing your application until the $2,700 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 are likely to 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**

|  |  |
| --- | --- |
| **Examples** | **Hourly rate****Incl GST****(Excl GST)** |
| Administration/Coordinator | $160.00($139.13) |
| Officers/PlannersSenior Officers/PlannersEngineers/Scientist/Regulatory Project Officers (RPO)External contracted Compliance Monitoring Officer (externally contracted)Maritime Officer | $230.00($200.00) |
| Team Leaders/Senior RPO/Works Engineer/Senior Maritime OfficerSenior Engineer/Senior ScientistPrincipal Advisor/Cultural Specialist | $255.00($221.74) |
| Managers/Regional Harbourmaster/Principal Advisor Consents | $375.00($326.09) |
| Consultants/Contractors | As charged by consultant/contractor |
| Regional Council staff mileage | Current applicable IRD rate |

Note: Some positions may not be listed. In such cases the charge will be calculated from actual time multiplied by the most appropriate charge out rate listed above.

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/)