

Guide to making a submission Streamlined Planning Process

Public notification of Proposed Change 4 (Tauriko West Urban Limit) to the Bay of Plenty Regional Policy Statement is the start of the formal development of the proposed change. Making a submission is a way to give your views and influence decisions made by the Regional Council on the proposed change.

Any person can make a submission¹. You don't have to be an expert but you should know what is relevant for the Council to consider and be specific about the changes you wish to see. Identify whether the change affects property you own or occupy, or whether it affects the wider environment or the community you live in. The Ministry for the Environment website has [more information](#) about making a submission under the streamlined planning process.

The Resource Management Act 1991 requires submissions to be made in a particular way². The attached submission form is the prescribed form but you can attach additional pages if necessary. Your submission should include:

- The name of the local authority you are sending your submission to.
- Your full name and contact details.
- The name of the proposed or existing policy statement or plan and (where applicable) change or variation.
- You will need to answer a couple of questions about trade competition and the effects of the issue you are submitting on.
- You will need to identify the specific provisions of the proposal that your submission relates to.
- Whether you support or oppose those provisions or wish to have amendments made and your reasons why.
- The decision or conclusion you would like the council to reach. Put in as much detail as possible.
- Whether you wish to be heard (speak and give evidence) at a Council hearing on your submission.
- Whether you will consider presenting a joint case at a council hearing with others who have lodged submissions similar to yours.

You must sign and date your submission however a signature isn't necessary for electronic submissions.

Please be as clear and detailed as possible in your submission, particularly on the changes you wish to see made to the proposed change.

The closing date for submissions is Wednesday, 4 July 2018 at 4pm.

Once the submissions period has closed, Bay of Plenty Regional Council will hold a public hearing where submitters who want to be heard, can. The information gathered at the hearings will be summarised by a hearing panel and recommendations provided to the Minister for the Environment who will make the final decision. There is no further submission period.

¹ But if the person could gain an advantage in trade competition through the submission, then the person may do so only if the person is directly affected by an effect of the proposal that - ; adversely affects the environment; and does not relate to trade competition or the effects of trade competition.

² Set out in Form 5 of the Resource Management (Forms, Fees, and Procedure) Regulations 2003.