

Application for resource consent

- Resource Management Act 1991 (section 88)



Application number:	
Date and time received:	

Resource Consent Applicant Details Form

Note: If you are applying for consent for more than one activity (Forms 1A to 7B), only one Applicant Details Form is required.

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: Whakatāne District Council

Contact person: Astrid Hutchinson

NZ Companies Register number:

2 Applicant/s contact details

Postal address: Private Bag 1002, Whakatāne 3158

Telephone *(select preferred contact number)*

Residential

Business

Cell 027 200 2284

Email astrid.hutchinson@whakatane.govt.nz

3 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, it is good practice to provide landowner written approval with the application.

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) and the Privacy Act 2020.”

Application for resource consent

- Resource Management Act 1991 (section 88)



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4A Discharge water or stormwater to water and/or land from urban residential/rural areas

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 or visit www.boprc.govt.nz

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

Stormwater discharges are subject to rules in the Regional Natural Resources Plan and the Regional Coastal Environment Plan. These plans are on our website: <http://www.boprc.govt.nz/knowledge-centre/plans/>.

Rule/s and regional plan/s that apply to your activity: Refer to AEE

Activity status of your consent application:

- Controlled
- Restricted discretionary
- Discretionary

National Environmental Standards for Freshwater 2020

Is the activity within 100m of a natural wetland? Yes No

Name of staff member you discussed the application with:

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: Whakatāne District Council

Contact person:

NZ Companies Register number:

2 **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

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

Applicant Consultant

Purchase Order Number for invoices (if required):

3 District and consent term – refer to AEE

(a) District the activity is located in:

- | | |
|---|--|
| <input checked="" type="checkbox"/> Whakatāne District | <input type="checkbox"/> Ōpōtiki District |
| <input type="checkbox"/> Rotorua District | <input type="checkbox"/> Kawerau District |
| <input type="checkbox"/> Western Bay of Plenty District | <input type="checkbox"/> Tauranga District |
| <input type="checkbox"/> Taupō District | |

(b) Application is to **replace** an existing or expired consent(s): Yes No

If yes, consent number(s): refer to AEE

(c) Consent **duration** sought:

35 years months

Start date

Completion date *(if applicable)*

(d) Is resource consent(s) 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

4 Activity location/s – refer to AEE

Site address/es

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

Map reference/s NZTM:

PART 2

1 Description of activity – refer to AEE

(a) Stormwater is discharged from: *(tick all that apply)*

- Roofs/buildings
- Car parks
- Other *(please specify)*

- (b) Is there an outlet structure in a water body? Yes No

If yes, provide a plan and specifications.

- (c) What is the 10 minute 10% Annual Exceedence Probability (AEP) at your site? (*Your engineer can work this out for you or you can find information on the NIWA database/online services/ HIRDS on www.niwa.co.nz*).

2 Nature of discharge – refer to AEE

- (a) Potential contaminants, and their concentrations, in the discharge: (*select all that apply*)

- | | |
|--|------|
| <input type="checkbox"/> Suspended solids | mg/L |
| <input type="checkbox"/> Copper | mg/L |
| <input type="checkbox"/> Total Petroleum Hydrocarbon | mg/L |
| <input type="checkbox"/> Zinc | mg/L |
| <input type="checkbox"/> Other | mg/L |

3 Site plan – refer to AEE

Provide a site plan showing the location of the activity and receiving environment in relation to property boundaries.

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

4 Receiving environment – refer to AEE

Provide receiving environment information for **either** (a) surface water, **or** (b) land soakage:

- (a) **Surface water body (*stream, pond, drain, etc.*) or water bodies it MAY enter**

Name(s) of water body(ies)

Sensitivity of water body

The discharge is:

- Diffuse (*does not occur at a specific, identifiable point*)
- In or to the Coastal Marine Area
- Point source (*at one location through an outlet such as a pipe or channel*)
- To a reticulated stormwater network

If discharge is **point source**, describe erosion protection provided at the discharge point. Attach design drawings and/or photographs.

(b) **Land soakage**

Name of area where land soakage will occur

Sensitivity of the land

The discharge is:

- 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 an outlet such as a pipe or channel*)

If discharge is **point source**, describe erosion protection provided at the discharge point. Attach design drawings and/or photographs.

Soil type of the area where land soakage will occur:

Drainage of the area where land soakage will occur:

Distance to groundwater at the point of discharge:

5 **Assessment of environmental effects (AEE)**

(a) Your AEE should include, but not be limited to:

- Treatment
- Storage/alteration
- Alternatives
- Maintenance
- Contingency
- Monitoring
- Erosion and scour
- Flooding
- Effects on neighbour's properties

(b) Any other effects relevant to the application.

If your company has an Environmental Management Plan, please submit with your application. If you would like to put one together, check our Environmental Management Plan Checklist on our website (www.boprc.govt.nz).

Where your discharge could have a significant adverse effect on the environment, a more detailed environmental assessment is required in accordance with the Fourth Schedule of the Resource Management Act 1991.

6 Maintenance and contingency – refer to AEE

Describe how the equipment controlling the discharge will be operated and maintained to prevent equipment failure. Describe the measures to be taken to remedy the effects of a malfunction:

[Continue as necessary]

7 Monitoring – refer to AEE

Describe the monitoring you propose to carry out to ensure the discharge does not have an adverse effect:

[Continue as necessary]

8 Cultural effects – refer to AEE

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 (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]

9 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 (<http://www.boprc.govt.nz/knowledge-centre/plans/>) and the National Policy Statement for Freshwater Management (<https://www.mfe.govt.nz/fresh-water/freshwater-acts-and-regulations/national-policy-statement-freshwater-management>).

Refer to AEE

[Continue as necessary]

10 Affected parties

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 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

[Continue as necessary]

11 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.

12 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 resource we use in processing your application (*e.g. staff time, technical reviews, complexity of the application*). Staff can give an estimate of expected costs. Please see the schedule of fees attached.

Checklist

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 environmental 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 (s88 of the RMA).

Send your application to RegulatoryAdmin@boprc.govt.nz

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) and the Privacy Act 2020.”

- 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 16 January 2023

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 RMA sets 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).
- 10 A separate authority/approval may be required for the activity under the **Flood Protection and Drainage Bylaws 2020**. Further information is available on our website: <https://www.boprc.govt.nz/do-it-online/request-or-enquire/flood-protection-and-drainage-bylaw-authority> or by emailing: riversanddrains@boprc.govt.nz

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

Hourly charges for staff and consultants

Group	Hourly charge (including GST)
Administration	\$120
Officers/Planners	\$170
Senior Officers/ Planners	
Engineers/Scientist/Regulatory Project Officers (RPO)/ Environmental Data Officer/Laboratory Technicians	
Compliance Monitoring Officer (externally contracted)	
Maritime Officer	
Team Leaders/Senior RPO/Works Engineer/Senior Maritime	\$190
Senior Engineer/Senior Scientist/Harbourmaster	
Pou Ngaio (Technical/Cultural RMA Specialist)	
Managers/Regional Harbourmaster	\$280
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/>

Application for resource consent

- Resource Management Act 1991 (section 88)



Application number:	
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5C Dam water

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 or visit www.boprc.govt.nz

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

Water damming is subject to rules in the **Regional Natural Resources Plan**. Activities in the Tarawera River Catchment may be subject to the **Tarawera River Catchment Plan**. These plans are on our website: <http://www.boprc.govt.nz/knowledge-centre/plans/>.

Rule/s and **Plan/s** that apply to the activity: refer to AEE

Activity status of your consent application:

- Controlled
- Restricted discretionary
- Discretionary

National Environmental Standard for Freshwater 2020:

Is the proposed activity within 100m of a natural wetland?

- Yes
- No

I apply for resource consent(s) 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: Whakatāne District Council

Contact person:

NZ Companies Register number:

2 **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):

3 District and consent term – refer to AEE

(a) **District** the activity is located in:

- | | |
|---|--|
| <input checked="" type="checkbox"/> Whakatāne District | <input type="checkbox"/> Ōpōtiki District |
| <input type="checkbox"/> Rotorua District | <input type="checkbox"/> Kawerau District |
| <input type="checkbox"/> Western Bay of Plenty District | <input type="checkbox"/> Tauranga District |
| <input type="checkbox"/> Taupō District | |

(b) Application is to replace an **existing or expired consent(s)**: Yes No

If Yes, consent number(s):

(c) Consent **duration** sought:

35 years months

Start date

Completion date *(if applicable)*

(d) 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

4 Activity location/s – refer to AEE

Site address/es:

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

Map reference/s NZTM:

PART 2

Information on dam construction and regulations are in the following reports *(at www.boprc.govt.nz)*:

- *Guidelines for the Design, Construction, Maintenance and Safety of Small Flood Detention Dams 2006*; and
- *Dangerous Dams Policy 2006*.

Building consent required for large dams

Building consent is required for **large dams** (under amendments to the Building Act 2004). Large dams are defined as retaining 20,000 m³ with a 3 m wall. You may request a Project Information Memorandum (PIM) from Bay of Plenty Regional Council. Call the Consents Duty Planner on 0800 884 880.

Information on building consents for large dams is at: www.waikatoregion.govt.nz/damsafety.

If you are damming AND diverting water, fill out Forms 5C AND 5D

1 Details of dam – refer to AEE

The dam must be designed by an appropriately qualified person (e.g. engineer). Include design plans and details with this application, and the details and qualifications of the person who designed it.

Design plans must include long sections and cross sections showing all dimensions, including the spillway. Attach all calculations; calculations must show that the dam spillway and diversion designs are adequate, including design flood flows, return periods etc.

Provide construction details, including construction materials, dimensions of storage (m³) and dimensions of the catchment area above the structure (km² or ha).

The dam is: Existing Proposed

2 Site description – refer to AEE

1 Describe the bed of the watercourse immediately above and below the dam site (e.g. *gravelly, muddy, sandy etc*):

2 Will any **springs** be flooded by the impoundment of water? Yes No

3 Does the **stream** feeding the dam flow all year round? Yes No

4 Surface water body (*stream, pond, drain, wetland, etc.*) or land where it may enter water.

Name(s) of water body(ies)

Sensitivity of water body

Is the discharge:

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

In the coastal marine area

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

Reticulated stormwater network

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

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

3 Activity description – refer to AEE

(a) Purpose(s) of dam (e.g. recreation, stock water, irrigation):

Name or watercourse to be dammed (if the stream is unnamed, give the name of the watercourse to which it is a tributary):

(b) Dam also involves (tick all that apply):

- Taking water
- Diverting water (if yes, fill out Form 5A, 5D and 4A)
- Discharging

4 Site plan – refer to AEE

Provide detailed, scaled and contoured site plans showing the site and surrounding area, including:

Plan of the **existing site**:

- Surface features (e.g. streams, wetlands).
- The name(s) of the current owner(s) and occupiers of the site and adjoining properties.
- Drainage patterns.

Proposed **final plan** (post-development)

You can use our mapping system (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.

5 Assessment of environmental effects (AEE) – refer to AEE/

Your AEE must include:

- (a) Adverse effects of the proposed dam;
- (b) Effects on water availability to downstream users;
- (c) Effects on flooding, access, neighbouring properties;

- (d) Cultural effects;
 - (e) Methods to avoid, remedy or mitigate these effects.
-

6 Period of works – refer to AEE

Start date:

Finish date:

7 Cultural effects assessment – refer to AEE

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 (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]

8 Assessment against relevant objectives & policies of the relevant plan/s – refer to AEE

Provide an assessment of the proposal against the relevant objectives and policies of the Regional Natural Resources Plan, on our website: <http://www.boprc.govt.nz/knowledge-centre/plans/>.

[Continue as necessary]

9 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 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]

10 Extending timeframes

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

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- Yes, if the extension is to discuss and try to agree on consent conditions.
- Yes, if the application process is completed before
- No.

11 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.
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- **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 environmental effects (AEE), as set out in Schedule 4 of the RMA
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- Site plan
- Sign and date the application form
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- 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

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

Date 16 January 2023

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 \$2,700 deposit is paid** unless prior arrangement is made. Processing costs are likely to be more than 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 \$2,000 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 RMA sets 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).
- 10 A separate authority/approval may be required for the activity under the **Flood Protection and Drainage Bylaws 2020**. Further information is available on our website: <https://www.boprc.govt.nz/do-it-online/request-or-enquire/flood-protection-and-drainage-bylaw-authority> or by emailing: riversanddrains@boprc.govt.nz

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

Hourly charges for staff and consultants

Group	Hourly charge (including GST)
Administration	\$120
Officers/Planners	\$170
Senior Officers/ Planners	
Engineers/Scientist/Regulatory Project Officers (RPO)/ Environmental Data Officer/Laboratory Technicians	
Compliance Monitoring Officer (externally contracted)	
Maritime Officer	
Team Leaders/Senior RPO/Works Engineer/Senior Maritime	\$190
Senior Engineer/Senior Scientist/Harbourmaster	
Pou Ngaio (Technical/Cultural RMA Specialist)	
Managers/Regional Harbourmaster	\$280
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/>

Application for resource consent

– Resource Management Act 1991 (section 88)



Application number:	
Date and time received:	

5D Divert water

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 or visit www.boprc.govt.nz

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

Water diversion is subject to rules in the **Regional Natural Resources Plan**. Activities in the Tarawera River Catchment may also be subject to the **Tarawera River Catchment Plan**. These plans are on our website: <http://www.boprc.govt.nz/knowledge-centre/plans/>.

Rule/s and **plan/s** that apply to the activity: refer to AEE

Activity status of your consent application:

- Controlled
- Restricted discretionary
- Discretionary

National Environmental Standards for Freshwater 2020:

Is the proposed activity within 100m of a natural wetland?

- Yes
- No

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: Whakatāne District Council

Contact person:

NZ Companies Register number:

2 **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

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

Applicant Consultant

Purchase Order Number for invoices (if required):

3 District and consent term – refer to AEE

(a) **District** the activity is located in:

- | | |
|---|--|
| <input checked="" type="checkbox"/> Whakatāne District | <input type="checkbox"/> Ōpōtiki District |
| <input type="checkbox"/> Rotorua District | <input type="checkbox"/> Kawerau District |
| <input type="checkbox"/> Western Bay of Plenty District | <input type="checkbox"/> Tauranga District |
| <input type="checkbox"/> Taupō District | |

(b) Application is to replace an **existing or expired consent(s)**: Yes No

If yes, consent number(s):

(c) Consent **duration** sought:

35 years months

Start date

Completion date *(if applicable)*

(d) 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

4 Activity location/s – refer to AEE

Site address/es:

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

Map reference/s NZTM:

PART 2

If you are damming AND diverting water, fill out Forms 5C AND 5D

1 Details of diversion – refer to AEE

The diversion is: Existing Proposed

If the diversion is in the coastal marine area, a coastal consent is required. You can use this form to apply.

2 Activity description – refer to AEE

(a) Purpose of diversion (*e.g. stormwater control, river works, stream realignment*):

(b) Name of watercourse to be diverted (*if the stream is unnamed, give the name of the watercourse to which it is a tributary*):

(c) Rate at which water will be diverted: L per second

(d) Diversion will be: Intermittent Continuous

If intermittent, maximum operating period:

hours per day days per week weeks per year

(e) Diversion also involves (*tick all that apply*):

- Taking water, if yes fill out Form 5A.
- Damming water, if yes fill out Form 5D.
- Discharging, if yes fill out Form 4A.
- Structures (provide plans/details on a separate sheet), if yes fill out Form 1C or Form 7A as appropriate.

3 Site description – refer to AEE

(a) Describe the bed of the watercourse in the vicinity of the diversion site (*e.g. gravelly, muddy, sandy etc*):

4 Site plan – refer to AEE

Provide detailed, scaled and contoured site plans showing the site and surrounding area, including:

Plan of the **existing site**:

- Surface features (*e.g. streams, wetlands*).
- The name(s) of the current owner(s) and occupiers of the site and adjoining properties.

Proposed **final plan** (*post-development*)

You can use our mapping system (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.

5 Assessment of environmental effects (AEE) – refer to AEE

Your AEE must include as a minimum:

- (a) Adverse effects of the proposed diversion;
 - (b) Effects on water availability to downstream users;
 - (c) Effects on flooding, access, neighbouring properties;
 - (d) Effects on ecology, natural habitats;
 - (e) Effects on water quality (erosion and scour);
 - (f) Cultural effects;
 - (g) Consideration of alternatives;
 - (h) Methods to avoid, remedy or mitigate these effects.
-

6 Cultural effects – refer to AEE

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 (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]

7 Assessment against relevant objectives & policies of the relevant statutory documents – refer to AEE

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/> and the National Policy Statement for Freshwater Management 2020 <https://www.mfe.govt.nz/fresh-water/freshwater-acts-and-regulations/national-policy-statement-freshwater-management>.

[Continue as necessary]

8 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 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

[Continue as necessary]

9 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 consent conditions.
 - Yes, if the application process is completed before
 - No.
-

10 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 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 environmental 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.

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) and the Privacy Act 2020.”

- 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 16 January 2023

NOTES TO THE APPLICANT

READ THIS BEFORE FILLING OUT THE APPLICATION FORM

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

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- 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).
- 10 A separate authority/approval may be required for the activity under the **Flood Protection and Drainage Bylaws 2020**. Further information is available on our website: <https://www.boprc.govt.nz/do-it-online/request-or-enquire/flood-protection-and-drainage-bylaw-authority> or by emailing: riversanddrains@boprc.govt.nz

How to prepare an assessment of environmental effects

Key points of Schedule 4 of the RMA

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- 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.
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- An assessment of risks to the environment from hazardous substances and/or discharge of contaminants.
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- A record of consultation: names and comments of people you discussed the proposal with.

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- 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

Hourly charges for staff and consultants

Group	Hourly charge (including GST)
Administration	\$120
Officers/Planners Senior Officers/ Planners Engineers/Scientist/Regulatory Project Officers (RPO)/ Environmental Data Officer/Laboratory Technicians Compliance Monitoring Officer (externally contracted) Maritime Officer	\$170
Team Leaders/Senior RPO/Works Engineer/Senior Maritime Senior Engineer/Senior Scientist/Harbourmaster Pou Ngaio (Technical/Cultural RMA Specialist)	\$190
Managers/Regional Harbourmaster	\$280
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/>

Application for resource consent

- Resource Management Act 1991 (section 88)



Application number:	
Date and time received:	

7a Coastal structures including associated occupation and disturbance

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 or visit www.boprc.govt.nz

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

Coastal structures and/or disturbance of the coastal marine area activities are subject to rules in the **Regional Coastal Environment Plan**, which is on our website: <http://www.boprc.govt.nz/knowledge-centre/plans/>.

Rule/s of the Regional Coastal Environment Plan that apply to your activity: refer to AEE

Activity status of your consent application:

- Controlled
- Restricted discretionary
- Discretionary

Name of staff member you discussed the application with:

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: Whakatāne District Council

Contact person:

NZ Companies Register number:

2 **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):

3 District and consent term – refer to AEE

a) District the activity is located in:

- | | |
|---|--|
| <input checked="" type="checkbox"/> Whakatāne District | <input type="checkbox"/> Ōpōtiki District |
| <input type="checkbox"/> Rotorua District | <input type="checkbox"/> Kawerau District |
| <input type="checkbox"/> Western Bay of Plenty District | <input type="checkbox"/> Tauranga District |
| <input type="checkbox"/> Taupō District | |

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

If yes, consent number(s): refer to AEE

c) Consent **duration** sought:

35 years months

Start date:

Completion date (*if applicable*):

d) 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

4 Activity location – refer to AEE

Site address/es:

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

Map reference/s NZTM:

PART 2

1 Description of activity – refer to AEE

(a) Type of consent(s) sought (*tick all that apply*)

- Erect, reconstruct, place, alter, extend, remove or demolish any structure or part of a structure fixed in, on, under, or over the foreshore or seabed.
- Disturb foreshore/seabed including excavating/drilling/tunnelling (*includes directional drilling*).
- Deposit any substance in, on, or under any foreshore or seabed.

- Occupy part of the Coastal Marine Area where the land is owned by the Crown or is vested in the Regional Council.
 - Reclaim the seabed.
 - Other (*specify*)
- (b) Purpose of Structure (*e.g. to provide boat access, to protect shoreline etc.*)
- (c) Type of structure (*e.g. jetty, sea wall, boat shed, pipeline, outfall*)
- (d) Purpose of activity
- (e) Works methodology
- (f) Materials to be used
- (g) Duration of works
- (h) Machinery to be used (*specifically how many machines and what type*)
- (i) Access to CMA (*please include details on frequency of access, at what tide, any features you will be passing over or close to i.e. sea grass beds etc.*)
- (j) Area occupied by new structure and/or area to be reclaimed m²
- (k) Are you undertaking earthworks on land within 40 metres of the Mean High Water Springs?
- (l) What sediment controls will you use?
- (m) Have you read the *Guidelines for Erosion Protection Works in the Tauranga Harbour*?
- (n) Is the structure on:
- Crown land
 - Land owned by the territorial authority e.g. Tauranga City Council or Whakatāne District Council
 - Private land (*if so is this your property?*)
- (o) Who will undertake and supervise the works?
- (p) Describe any ongoing maintenance work (*e.g. type of machinery, materials to be used, length of time and frequency of the works*).
- (q) Intended use of structure.
- Public use
 - Commercial use
 - Private use
 - Some restrictions to public use (*please describe*)

- (r) Structures in the coastal marine area must be designed by a suitably qualified professional and therefore the application **must include professionally drawn plans** of the proposed or existing structure and must include details of materials to be used and design criteria such as the embedment depth and end return design.

The Guidelines for Erosion Protection Works in the Tauranga Harbour may be relevant to your structure and provide some useful advice on design considerations for small and medium sized structures.

- (s) What **consultation** has been carried out to determine whether the site is significant, within an Outstanding Natural Area or a Coastal Habitat Preservation Zone? *(Possible sources of information are relevant iwi and hapū, Department of Conservation, Regional Coastal Environment Plan.)*

[Continue on a separate page if necessary]

2 Site description – refer to AEE

- (a) Describe the topography, ecology, seabed materials, known wildlife habitats, cultural, historic, recreational, scientific, or scenic features, an assessment of natural character and other physical attributes of the surrounding area and the seabed contours. Please include photographs.

[Continue on a separate page if necessary]

3 Site plan – refer to AEE

Provide detailed, scaled and contoured site plans showing the site and surrounding area, including:

- Proposed structure.
- Tidal levels, including mean high-water springs and mean-low water springs.
- Seabed levels.
- Dimensions of proposed structure.
- Area to be reclaimed if applicable.
- The existing shoreline.
- Any steps, stairs, access points that are existing or included in the future design.
- Existing features such as trees, structures etc. and details of whether these will be retained or removed.
- Any of the information supplied in section 2(a) above, such as significant cultural, ecological, or historic sites, or recreational, or scenic sites.
- Permanent landmarks.
- Neighbouring structures.
- Boatsheds, ramps, jetties, etc.

- Adjacent public roads or reserves.
- Total area of works.
- Cut and fill areas.
- Access to and from, and within site.
- Sediment controls.
- Property boundaries.
- Legal description of any private land immediately landward of the site.

You can use our mapping system (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.

4 **Assessment of environmental effects (AEE) – refer to AEE**

4.1 Describe the immediate effects of the activity/construction on the environment.

- (a) Effects on water quality in the area.

What is proposed to avoid, remedy or mitigate these effects?

- (b) Visual effects.

What is proposed to avoid, remedy or mitigate these effects?

- (c) Effects on marine ecology (*i.e. benthic habitats, vegetation, birdlife etc.*)

What is proposed to avoid, remedy or mitigate these effects?

- (d) Effects on adjacent ecology (*i.e. wetlands, coastal margins, streams, rivers and land etc.*)

What is proposed to avoid, remedy or mitigate these effects?

- (e) Effects on natural character.

What is proposed to avoid, remedy or mitigate these effects?

- (f) Effects on sedimentation, erosion and coastal processes.

What is proposed to avoid, remedy or mitigate these effects?

- (g) Noise effects.

What is proposed to avoid, remedy or mitigate these effects?

4.2 Describe the **post-activity effects** on the environment.

- (a) Effects on water quality in the area.

What is proposed to avoid, remedy or mitigate these effects?

- (b) Visual effects.

What is proposed to avoid, remedy or mitigate these effects?

- (c) Effect on marine ecology (*i.e. benthic habitats, vegetation, birdlife etc.*)

What is proposed to avoid, remedy or mitigate these effects?

- (d) Effect on adjacent ecology (*i.e. wetlands, coastal margins, streams, rivers and land etc.*)

What is proposed to avoid, remedy or mitigate these effects?

- (e) Natural character.

What is proposed to avoid, remedy or mitigate these effects?

- (f) Sedimentation, erosion and coastal processes.

What is proposed to avoid, remedy or mitigate these effects?

- (g) Noise.

What is proposed to avoid, remedy or mitigate these effects?

- (h) Any other effects (*e.g. navigation, flooding, cumulative effects, etc.*)

What is proposed to avoid, remedy or mitigate these effects?

5 Public access – refer to AEE

How will the structure change the current level of public access? Will it reduce access, result in no change or increase public access to and within the Coastal Marine Area?

[Continue as necessary]

6 Alternative sites/methods – refer to AEE

Please describe any alternative sites/methods, and reason(s) why they were not chosen. If this application is for an erosion protection structure (e.g. sea wall) please include an assessment of alternative options.

[Continue as necessary]

7 Monitoring – refer to AEE

Describe details of any monitoring proposed.

[Continue as necessary]

8 Cultural effects assessment – refer to AEE

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 (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 on a separate page if necessary]

9 Assessment against relevant objectives & policies of the relevant plan/s – refer to AEE

Provide an assessment of the proposal against the relevant objectives and policies of the Regional Coastal Environment Plan (on our website: <http://www.boprc.govt.nz/knowledge-centre/plans/>).

[Continue as necessary]

10 Persons likely to be directly affected by your proposal

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.

If you do not think there will be affected persons, you do not need to fill out this section. The Bay of Plenty Regional Council will make the final assessment of whether a person is affected by your proposal, and it is best practice to consult with those 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. The Bay of Plenty Regional Council can help you identify people/organisations that are likely to be affected. 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 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]

11 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.

12 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 processing will not start 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

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 environmental 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
- If the site has been identified as a HAIL site or contaminated site, provide a remedial action plan (if site remediation project) and/or a management and monitoring plan.
- 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.

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) and the Privacy Act 2020.”

-
- 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.

A handwritten signature in cursive script that reads "A Hutchinson".

Signature

Date 16 January 2023

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 \$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 RMA sets 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).
- 10 A separate authority/approval may be required for the activity under the **Flood Protection and Drainage Bylaws 2020**. Further information is available on our website: <https://www.boprc.govt.nz/do-it-online/request-or-enquire/flood-protection-and-drainage-bylaw-authority> or by emailing: riversanddrains@boprc.govt.nz

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

Hourly charges for staff and consultants

Group	Hourly charge (including GST)
Administration	\$120
Officers/Planners	\$170
Senior Officers/ Planners	
Engineers/Scientist/Regulatory Project Officers (RPO)/ Environmental Data Officer/Laboratory Technicians	
Compliance Monitoring Officer (externally contracted)	
Maritime Officer	
Team Leaders/Senior RPO/Works Engineer/Senior Maritime	\$190
Senior Engineer/Senior Scientist/Harbourmaster	
Pou Ngaio (Technical/Cultural RMA Specialist)	
Managers/Regional Harbourmaster	\$280
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/>