

# Appendix B. Records of Title

# Application for a Resource Consent – Resource Management Act 1991

This application form must be provided with applications to the council for new and replacement resource consents, and changes to the conditions on an existing resource consent.

If you would like to talk or meet with a consents officer to discuss your application prior to lodging with the council, please phone **0800 002 004** or email request to [info@nrc.govt.nz](mailto:info@nrc.govt.nz).

## PART 1: Administration Matters

**1 Full Name of Applicant(s)** *(the name(s) that will be on the resource consent document)*

Surname: .....

First Names: .....

**OR**

If the application is being made on behalf of a trust, the Trustee(s) who has/have signing authority for the trust must be named.

Trust Name: Te Tai Tokerau Water Trust .....

Trustee's Name(s): Mr Murray McCully .....

**OR**

Company Name: .....

Contact Person: .....

Email address: c/o Andrew.Carvell@taitokerauwater.com .....

**Please Note:** *If an email address is provided, then all correspondence for this application will be via email.*

Postal address: 6 Woods Road, Whangarei 0110, New Zealand .....

Telephone: *(please tick preferred contact number)*

Residential .....

Business .....

Mobile 022 540 8714 .....

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**2 Details of the Address for Service of documents if different from the Applicant (e.g. Consultant). This address will be used for all documents if completed.**

**Company Name:** Williamson Water & Land Advisory .....

**Contact Person:** Ben Tait .....

**Email address:** ben.tait@wwla.kiwi .....

**Please Note:** If an email address is provided, then all correspondence for this application will be via email.

**Postal address:** .....

**Telephone:** (please tick preferred contact number)

Residential .....  Business .....

Mobile 027 430 9020 .....

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**3 Invoices**

**Charges relating to the processing of this resource consent application should be sent to:**

Applicant .....  Address for service .....

**Charges relating to the ongoing monitoring of a resource consent should be sent to:**

Applicant .....  Address for service .....

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**4 Name and Address of all Owners/Occupiers of the Site relating to Application if different from the Applicant**

**Owner(s):** Please see Section 3.2 of the attached document titled "Application for Resource Consents To Construct & Operate Te Ruaotehauhau Water Storage Reservoir" .....

**Postal Address:** .....

**Telephone:** (please tick preferred contact number)

Residential .....  Business .....

Mobile .....

**Occupier(s):** Please see Section 3.2 of the attached document titled "Application for Resource Consents To Construct & Operate Te Ruaotehauhau Water Storage Reservoir" .....

**Postal Address:** .....

**Telephone:** (please tick preferred contact number)

Residential .....  Business .....

Mobile .....

***Please Note: If the applicant is not the owner of the land to which the activity relates, then it is good practice to submit the application with written approval from the landowner.***

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## 5 Extending Timeframes

The Resource Management Act 1991 (RMA) specifies timeframes for processing resource consent applications (e.g. 20 working days for a non-notified application); however, these timeframes can be extended, if necessary, with the Applicant's agreement. If the council does not meet these timeframes, then it is required to refund 1% of the total processing cost of the application for each day it exceeds the timeframe up to a maximum of 50%.

Do you agree to the council extending RMA resource consent processing timeframes?

- Yes**, provided that I can continue to exercise my existing resource consent until processing of this application is completed.  
*(Replacement application only. No refund is required to be paid until after the existing resource consent expires.)*
- Yes**, provided that the extension is for the specific purpose of discussing and trying to agree on resource consent conditions.
- Yes**, provided that the application process is completed before this date (dd/mm/yy):
- No**.

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## 6 Deposit Fee

An initial minimum fee is payable with this application. These fees can be found on the council's website [www.nrc.govt.nz](http://www.nrc.govt.nz) – [Schedule of Minimum Estimated Initial Fees](#) information. Please contact council consents staff if you need assistance with determining the correct minimum initial fee.

Unless agreed to prior to lodging your application, the council will not commence processing your resource consent application until payment of the minimum initial fee is received (i.e. the statutory processing time for the application will not start).

This minimum initial fee may be paid online, by cheque, or by EFTPOS at one of the council's offices.

Instructions for paying online can be found on the council's website at "[Pay online](#)". Please use either the first six numbers of your resource consent (e.g. CONXXXXXX or AUT.XXXXXX), if known, or the Applicant's name as the Reference/Customer number when paying online.

If you do pay online, then please enclose evidence of payment so that the council is aware that the payment has been made.

If the costs of processing the resource consent application are greater than the minimum estimated initial fee, then the applicant will be required to pay the additional actual and reasonable costs of processing the application.

### **Note: Annual User Charges for Resource Consent Holders**

Holders of resource consents will in most cases be required to pay a "Minimum Annual Charge" for administration of the resource consent once issued. There is also likely to be additional annual charges for the monitoring of the resource consent, which will be dependent on the type of activity the resource consent is for. These charges are detailed on the council's website [www.nrc.govt.nz](http://www.nrc.govt.nz) in the Annual Charges section of the council's [Charging Policy](#).

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## 7 Applications for Activities within the Coastal Marine Area (CMA)

Prior to lodging an application with the council to undertake any activity in the coastal marine area (CMA), the applicant is required under the Marine and Coastal Area (Takutai Moana) Act 2011 to notify the application to all groups who have applied for customary marine title in that location, and seek their view on the application. This notification should, as a minimum, include a summary of the application that provides sufficient detail for a group to understand what is being proposed.

The council cannot accept an application to undertake an activity in the CMA unless the applicant for the resource consent provides evidence of this notification occurring. A response from customary marine title groups is not required by the council.

To ensure you meet the above requirement, you are advised to contact council consents staff to obtain a list of all of the current customary marine title applicant groups within the area where you are proposing to apply for a resource consent.

Information on customary marine titles is available on the [Ministry of Justice/Marine and Coastal Area Applications](#) website.

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## 8 Consultation

The RMA does not require any person, including the applicant or council, to consult with anyone. It is, however, best practice to do so and will allow the council to make a more informed decision.

It is important to remember that consultation does not require reaching an agreement – it is to allow you and the council to be informed about a person's views. If you do consult, and there are concerns raised that cannot be resolved and you still want to go ahead with your application, then you should have made a genuine attempt to consult with that person(s) in an open and honest manner. Their views should be recorded so they can be taken into account by the council when considering your resource consent application.

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# PART 2: Application Details

## 1 Description of Activity

Please describe in detail the activity for which resource consent is being sought.

.....  
Please see the attached document titled "Application for Resource Consents To Construct & Operate Te Ruaotehauhau Water Storage Reservoir"  
.....  
.....

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## 2 Location Description of Activity

**Site Address:** Please see the attached document titled "Application for Resource Consents To Construct & Operate Te Ruaotehauhau Water Storage Reservoir"  
.....

**Legal Description:** As above  
.....

*(Legal description can be obtained from your Certificate of Title, valuation notice, or rates demand)*

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## 3 Site Plan

On a separate page (*minimum A4 size*), please provide a site plan showing the location of the activity, site layout, and surrounding environment in relation to property boundaries. Please include any buildings or developments on the site.

These plans should be provided electronically and be of good quality, to enable use in resource consent documentation.

If you do not have access to mapping software, we recommend you use the council's "**Property and Boundaries**" map available on our website <https://localmaps.nrc.govt.nz/LocalMapsGallery/>.

This council map contains aerial photography and shows property boundaries and details. You can carry out a property search and print maps of aerial photography.

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## 4 Resource Consent(s) being Applied for

### Coastal Permit

Mooring

Marine Farm

Structure

Pipeline/Cable

Other (*specify*) .....

### Land Use Consent

Quarry

Earthworks

Dam Structure

Vegetation Clearance

Construct/Alter a Bore

Structure in/over Watercourse

Other (*specify*) .....

**Water Permit**

- Stream/Surface Take       Damming       Groundwater Take  
 Diverting Water       Other (specify) .....

**Discharge Permit**

- Domestic Effluent to Land       General Discharge to Land       Farm Dairy Effluent to Land/Water  
 Air       Water       Other (specify) .....

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**5 Is this application to replace an existing or expired resource consent(s)?**       Yes       No

If Yes:

(a) Please state the resource consent number(s):

.....  
.....

(b) Do you agree to surrender the existing resource consent once a new one has been issued:

Yes       No

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**6 Is this application to change a condition of an existing resource consent?**       Yes       No

If Yes, please state the resource consent number(s):

.....  
.....

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**7 Please specify the duration sought for your resource consent(s) –**

*Only for new or replacement applications.*

Please see Section 3.2 of the attached document titled "Application for Resource Consents To Construct & Operate Te Ruaotehauhau Water Storage Reservoir"      years ..... months

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**8 Do you also require consent(s) from a district council?**       Yes       No

If Yes, please complete the following:

Type of consent required? Land use consents .....

Has it been applied for?       Yes       No

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



## PART 3: Assessment of Environmental Effects (AEE)

### 1 An AEE must be provided with your application that has been completed in accordance with the requirements of [Schedule 4 of the RMA](#).

As a minimum, your AEE must include the following:

- Description of the environmental effects of the activity.
- Description of ways in which adverse environmental effects can be avoided, remedied or mitigated.
- Names of people affected by the proposal.
- Record of any consultation you have undertaken, including with affected persons (if any).
- Discussion of any monitoring of environmental effects that might be required.
- An assessment of the activity against any relevant objectives, policies, or rules in the Regional Plans.
- For a coastal permit, an assessment of your activity against any relevant objectives and policies of the New Zealand Coastal Policy Statement.
- An assessment of effects on tangata whenua and their taonga.

This AEE needs to be provided in a separate document attached to this application form.

Any activity needing a resource consent will have some environmental effects. The council will not accept an AEE that says there are no environmental effects from the activity.

You will need to complete the AEE at a level that corresponds with the scale and significance of the effects that the activity may have on the environment. Depending on the scale of the activity, you may need to get help from an expert(s) to prepare your AEE.

The council has a set of standard AEE forms for a selection of common activities. These AEE forms do not cover the relevant objectives, policies, or rules in the Regional Plans nor effects on tangata whenua. If you use one of these forms, then you will need to provide a separate assessment of these matters. These AEE forms can be found on the council's website [www.nrc.govt.nz](http://www.nrc.govt.nz) – “Forms and Fees”.

It is important that you provide the council with a complete and well-prepared AEE, otherwise the council may not accept your application.

If your application is for a change to a condition of resource consent under Section 127 of the RMA, then your AEE only needs to cover the effects of the change being requested.

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### 2 Assessment of Effects on tangata whenua and their taonga

The Regional Plan for Northland requires that an AEE must also include an assessment of the effects on tangata whenua and their taonga if one or more of the following is likely:

- Adverse effects on [mahinga kai](#) or access to [mahinga kai](#); or
- Any damage, destruction or loss of access to [wāhi tapu](#), sites of customary value and other ancestral sites and [taonga](#) with which Māori have a special relationship; or

- Adverse effects on indigenous biodiversity in the beds of waterbodies or the coastal marine area where it impacts on the ability of tangata whenua to carry out cultural and traditional activities; or
- Adverse effects on [taiāpure](#), [mātaītai](#) or Māori non-commercial fisheries; or
- Adverse effects on protected customary rights; or
- Adverse effects on sites and areas of significance to tangata whenua mapped in the Regional Plan for Northland (refer [Maps | Ngā mahere matawhenua](#)).

Your AEE must include an assessment of whether any of the above affects are likely to occur.

If they are likely to occur, then you will need to complete a Cultural Impact Assessment (CIA) and provide this with your resource consent application. The Regional Plan for Northland provides details of what must be included in this CIA, and should be referred to.

The best way to find out what the effects of your proposal may be on tangata whenua is to contact local iwi/hapū groups (who represent tangata whenua) and discuss your proposal with them. Council consents staff can provide a list of contact details for local iwi/hapū groups in the area of your proposal. You can then send a copy of your proposal to these groups and seek feedback from them prior to lodging your application. Some iwi/hapū have also developed iwi/hapū Environmental Management Plans that are useful documents that can assist to identify issues of concern to those iwi/hapū for activities occurring in their rohe. The iwi/hapū Environmental Management Plans can be obtained directly from the iwi/hapū or from the council upon request.

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### 3 Assessment of Affected Persons

If the adverse effects of your activity on a person are likely to be minor, or more than minor, then that person is deemed to be an “affected person” for your resource consent application.

An affected person may include neighbouring land owners and occupiers, and/or organisations such as the Department of Conservation, Land Information New Zealand (LINZ), Fish and Game Council, Iwi and Hapū, and community groups.

If you do not think there will be any affected persons for your resource consent application, then you do not need to provide any details on this matter in your AEE. However, the council will still undertake an assessment of whether there are any affected persons as part of processing the resource consent application.

If there are persons you have identified who may be affected, and you have discussed your proposal with these persons, please record any comments made by them and your response, and include this information with your application. If you have written approvals from these parties, then these should be provided as well. The council has a written approval form that can be used for this purpose.

#### **Iwi Settlement Acts**

If there is an **Iwi Settlement Act** that covers the area of your application, then there may be “Statutory Acknowledgement” areas which could be adversely affected by your activity. If the location of your activity is within, adjacent to, or may have an adverse effect on, a Statutory Acknowledgement area, then you will need to assess whether the trustees of the Statutory Acknowledgement are affected persons. Information about Statutory Acknowledgements in Northland can be found on the council’s webpage at [“Statutory Acknowledgements in Northland”](#).

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## Checklist

The following information **must** be included in your application to ensure that is not returned as incomplete under Section 88 of the RMA.

- All applicable application form details have been completed.
  - Assessment of Environmental Effects in accordance with Schedule 4 of the RMA.
  - Assessment of effects on tangata whenua and their taonga.
  - Site plan(s). These are required to be of good quality, and preferably electronically, to enable use in resource consent documentation.
  - Evidence of payment of the required minimum estimated initial fee.
  - If you are applying for a coastal permit, evidence that you have provided notice of your application to all groups who have applied for customary marine title in the location of your application and that you have sought their view on the application. The council cannot legally accept an application without evidence of this.
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## Information Privacy Issues

The information you provide in this application is regarded as official information. It is required under the provisions of the Resource Management Act 1991 to process this application. The information will be held by the council and is subject to the provisions of the Local Government Official Information and Meetings Act 1987, and the Privacy Act 1993. The information you provide in this application will generally be available to the public.

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**Under Section 88 and/or 127 of the Resource Management Act 1991 (RMA), the undersigned makes this application for resource consent(s).**

- 1 I/We confirm that I have authority to sign on behalf of the person(s) named as the applicant(s) for this application for resource consent.**
- 2 I/We have read, and understand, all of the information contained within this application form, including the requirement to pay any additional actual and reasonable costs for the processing of the application.**
- 3 I/We confirm that all of the information provided is true and correct and I understand that any inaccurate information provided could result in my resource consent (if granted) being cancelled.**

Signature(s):  .....

Date: 18/09/2020 .....

Signature(s): .....

Date: n .....

Signature(s): .....

Date: .....

*Please note that a signature is not required if submitting application electronically.*



<b>Office Use Only</b> Application Number:
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**APPLICATION FOR RESOURCE CONSENT OR FAST-TRACK RESOURCE CONSENT**

**(Or Associated Consent Pursuant to the Resource Management Act 1991 (RMA))**

**(If applying for a Resource Consent pursuant to Section 87AAC or 88 of the RMA, this form can be used to satisfy the requirements of Form 9)**

*Prior to, and during, completion of this application form, please refer to Resource Consent Guidance Notes and Schedule of Fees and Charges – both available on the Council’s web page.*

**1. Pre-Lodgement Meeting**

Have you met with a Council Resource Consent representative to discuss this application prior to lodgement? Yes / No

**2. Type of Consent being applied for (more than one circle can be ticked):**

- Land Use
- Fast Track Land Use\*
- Subdivision
- Discharge
- Extension of time (s.125)
- Change of conditions (s.127)
- Change of Consent Notice (s.221(3))
- Consent under National Environmental Standard (e.g. Assessing and Managing Contaminants in Soil)
- Other (please specify) \_\_\_\_\_

*\*The fast track for simple land use consents is restricted to consents with a controlled activity status and requires you provide an electronic address for service.*

**3. Would you like to opt out of the Fast Track Process? Yes / No**

**4. Applicant Details:**

Name/s: Te Tai Tokerau Water Trust

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Electronic Address for Service (E-mail): C/o Andrew.Carvell@taitokerauwater.com

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Phone Numbers: Work: 022 540 8714 Home: \_\_\_\_\_

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Postal Address: 6 Wood Road, Whangarei

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(or alternative method of service under section 352 of the Act)

Post Code: 0110

**5. Address for Correspondence: Name and address for service and correspondence (if using an Agent write their details here).**

Name/s: Ben Tait

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Electronic Address for Service (E-mail): ben.tait@wwla.kiwi

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Phone Numbers: Work: 027 430 9020 Home: \_\_\_\_\_

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Postal Address: Williamson Water & Land Advisory

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(or alternative method of service under section 352 of the Act) Unit 5A, Waimamauku Village Centre, 11F Factory Road

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Auckland Post Code: 0812

All correspondence will be sent by email in the first instance. Please advise us if you would prefer an alternative means of communication.

**6. Details of Property Owner/s and Occupier/s: Name and Address of the Owner/Occupiers of the land to which this application relates (where there are multiple owners or occupiers please list on a separate sheet if required)**

Name/s: See attached document titled "Application for Resource Consents To Construct & Operate Te Ruaotehauhau Water Storage Reservoir"

Property Address/  
Location: As above

**7. Application Site Details:**

Location and/or Property Street Address of the proposed activity:

Site Address/  
Location: As above

Legal Description: \_\_\_\_\_ Val Number: \_\_\_\_\_

Certificate of Title: \_\_\_\_\_  
Please remember to attach a copy of your Certificate of Title to the application, along with relevant consent notices and/or easements and encumbrances (search copy must be less than 6 months old)

**Site Visit Requirements:**

Is there a locked gate or security system restricting access by Council staff? Yes / **No**

Is there a dog on the property? Yes / **No**

Please provide details of any other entry restrictions that Council staff should be aware of, e.g. health and safety, caretaker's details. **This is important to avoid a wasted trip and having to re-arrange a second visit.**

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**8. Description of the Proposal:**

Please enter a brief description of the proposal here. Attach a detailed description of the proposed activity and drawings (to a recognized scale, e.g. 1:100) to illustrate your proposal. Please refer to Chapter 4 of the District Plan, and Guidance Notes, for further details of information requirements.

See attached document titled "Application for Resource Consents To Construct & Operate Te Ruaotehauhau Water Storage Reservoir"

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If this is an application for an Extension of Time (s.125); Change of Consent Conditions (s.127) or Change or Cancellation of Consent Notice conditions (s.221(3)), please quote relevant existing Resource Consents and Consent Notice identifiers and provide details of the change(s) or extension being sought, with reasons for requesting them.

**9. Would you like to request Public Notification** Yes/**No**

**10. Other Consent required/being applied for under different legislation (more than one circle can be ticked):**

Building Consent (BC ref # if known)

Regional Council Consent (ref # if known)

National Environmental Standard consent

Other (please specify)

**11. National Environmental Standard for Assessing and Managing Contaminants in Soil to Protect Human Health:**

The site and proposal may be subject to the above NES. In order to determine whether regard needs to be had to the NES please answer the following (further information in regard to this NES is available on the Council's planning web pages):

Is the piece of land currently being used or has it historically ever been used for an activity or industry on the Hazardous Industries and Activities List (HAIL)  yes  no  don't know

Is the proposed activity an activity covered by the NES? (If the activity is any of the activities listed below, then you need to tick the 'yes' circle).  yes  no  don't know

Subdividing land

Changing the use of a piece of land

Disturbing, removing or sampling soil

Removing or replacing a fuel storage system

**12. Assessment of Environmental Effects:**

Every application for resource consent must be accompanied by an Assessment of Environmental Effects (AEE). This is a requirement of Schedule 4 of the Resource Management Act 1991 and an application can be rejected if an adequate AEE is not provided. The information in an AEE must be specified in sufficient detail to satisfy the purpose for which it is required. Your AEE may include additional information such as Written Approvals from adjoining property owners, or affected parties.

**Please attach your AEE to this application.**

**13. Billing Details:**

This identifies the person or entity that will be responsible for paying any invoices or receiving any refunds associated with processing this resource consent. Please also refer to Council's Fees and Charges Schedule.

Name/s: (please write all names in full) Te Tai Tokerau Water Trust, c/o Andrew Carvell

Email: andrew.carvell@taitokerauwater.com

Postal Address: 6 Woods Road, Whangarei


Post Code: 0110

Phone Numbers: Work: 022 540 8714 Home: \_\_\_\_\_ Fax: \_\_\_\_\_

**Fees Information:** An instalment fee for processing this application is payable at the time of lodgement and must accompany your application in order for it to be lodged. Please note that if the instalment fee is insufficient to cover the actual and reasonable costs of work undertaken to process the application you will be required to pay any additional costs. Invoiced amounts are payable by the 20<sup>th</sup> of the month following invoice date. You may also be required to make additional payments if your application requires notification.

**Declaration concerning Payment of Fees:** I/we understand that the Council may charge me/us for all costs actually and reasonably incurred in processing this application. Subject to my/our rights under Sections 357B and 358 of the RMA, to object to any costs, I/we undertake to pay all and future processing costs incurred by the Council. Without limiting the Far North District Council's legal rights if any steps (including the use of debt collection agencies) are necessary to recover unpaid processing costs I/we agree to pay all costs of recovering those processing costs. If this application is made on behalf of a trust (private or family), a society (incorporated or unincorporated) or a company in signing this application I/we are binding the trust, society or company to pay all the above costs and guaranteeing to pay all the above costs in my/our personal capacity.

Name: Andrew Carvell (please print)

Signature:  (signature of bill payer – **mandatory**) Date: 18 September 2020

## 14. Important Information:

### Note to applicant

You must include all information required by this form. The information must be specified in sufficient detail to satisfy the purpose for which it is required.

You may apply for 2 or more resource consents that are needed for the same activity on the same form.

You must pay the charge payable to the consent authority for the resource consent application under the Resource Management Act 1991.

### Fast-track application

Under the fast-track resource consent process, notice of the decision must be given within 10 working days after the date the application was first lodged with the authority, unless the applicant opts out of that process at the time of lodgement. A fast-track application may cease to be a fast-track application under section 87AAC(2) of the RMA.

### Privacy Information:

Once this application is lodged with the Council it becomes public information. Please advise Council if there is sensitive information in the proposal. The information you have provided on this form is required so that your application for consent pursuant to the Resource Management Act 1991 can be processed under that Act. The information will be stored on a public register and held by the Far North District Council. The details of your application may also be made available to the public on the Council's website, [www.fndc.govt.nz](http://www.fndc.govt.nz). These details are collected to inform the general public and community groups about all consents which have been issued through the Far North District Council.

**Declaration:** The information I have supplied with this application is true and complete to the best of my knowledge.

Name: Ben Tait (please print)

Signature: \_\_\_\_\_ (signature)

Date: 18 September 2020

(A signature is not required if the application is made by electronic means)

### Checklist (please tick if information is provided)

- Payment (cheques payable to Far North District Council)
- A current Certificate of Title (Search Copy not more than 6 months old)
- Copies of any listed encumbrances, easements and/or consent notices relevant to the application
- Applicant / Agent / Property Owner / Bill Payer details provided
- Location of property and description of proposal
- Assessment of Environmental Effects
- Written Approvals / correspondence from consulted parties
- Reports from technical experts (if required)
- Copies of other relevant consents associated with this application
- Location and Site plans (land use) AND/OR
- Location and Scheme Plan (subdivision)
- Elevations / Floor plans
- Topographical / contour plans

*Please refer to Chapter 4 of the District Plan for details of the information that must be provided with an application. Please also refer to the RC Checklist available on the Council's website. This contains more helpful hints as to what information needs to be shown on plans.*

**Only one copy of an application is required, but please note for copying and scanning purposes, documentation should be:**

**UNBOUND**

**SINGLE SIDED**

**NO LARGER THAN A3 in SIZE**