

Pre-Application Meeting Request Form

PLANNING & URBAN DESIGN

www.Wellington.govt.nz/services/reconsent

Send or deliver your application to Planning & Urban Design,
 PO Box 2199, 101 Wakefield Street, Wellington.

For enquiries, phone 801 3590 or Fax 801 3165 or email planning@wcc.govt.nz

General details

***Required Fields**

*Site address:

*No: *Street: *Suburb:

Legal description (if known):

***Who will be attending the meeting:**

Owner

Agent

Other(s)

Contact Person

*Name:

Postal address:

*Phone (day): *Cellphone: Fax:

*Email:

Other Advisor(s) if attending

Advisor 1 Name: Expertise:

Advisor 2 Name: Expertise:

Advisor 3 Name: Expertise:

Applicant / Owner Details

Name:

Postal address:

General details

Description of Proposal

*Please give a clear description of the proposal:

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Are there any specific issues you wish to discuss? (eg traffic issues, design guide issues, clarification of planning rules):

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Please attach any conceptual plans, photos or additional information.

Terms and conditions

- ✓ Pre-application meetings will be arranged free of charge for up to two meetings and up to a maximum of two hours in total. Should further meetings or feedback be required, you will be charged at the standard resource consents hourly rate.
- ✓ Pre-application meetings will be conducted on the basis of information available at the time.
- ✓ Please note that the provision of further information or changes in project scope may impact on the Council's view of your application.
- ✓ A pre-application meeting is a voluntary meeting organised by the Council to help you through the consent process. Formal decisions cannot be made during or on the basis of the pre-application meeting and any representations made by the Council are not legally binding.

I have read and understand the above conditions. Signed: Date:

For internal use only

Site history (eg other consents, alerts):

Planner allocated to meeting:

Specialist advisors required: