

Application for resource consent for a qualifying development in an approved Special Housing Area (SHA)

Under Section 25, Housing Accord and Special Housing Areas Act 2013

Notes for the applicant

Use this form to apply for resource consent for a qualifying development in an approved Special Housing Area (SHA). It provides the Council with your contact information and details about your proposal.

If you have any questions, visit wellington.govt.nz/resourceconsents, email planning@wcc.govt.nz or phone us on 04 801 3590

Send the completed application or hand it in to us at:

Resource Consents
Wellington City Council
PO Box 2199, 12 Manners Street, Wellington

General details

This application is for land use consent subdivision consent combined land use/subdivision consent

The site to which this application relates is described as

No	Street	Suburb
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Applicant details

Owner	Occupier	Leasee	Prospective	Purchaser	Other
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Full name

Postal address

Phone (*day*)

Mobile

Email

Fax

Your agent (if applicable)

Name

Postal address

Phone (*day*)

Mobile

Email

Fax

Owner of the site that is the subject of this application

Name

Postal address

Phone (*day*)

Mobile

Email

Fax

Important

Send all invoices to

Applicant

Agent

Owner

Description of activity

Describe clearly the proposal to which this application relates

*(Continue on another page if necessary.)***Limited notification of your application**

Have you provided the written approvals of all adjacent landowners, infrastructure providers and designated authorities?

Yes

No

If 'yes', your application can be processed non-notified. If 'no' then an executive summary and a copy on a flash drive of your application for limited notification purposes may be required.

Are any other resource consent(s) required for this proposal?
(To find out, please contact a planning technician on 801 3590)

Yes

No

If yes, show any other resource consent(s) required as part of this proposal by ticking the relevant boxes

	Resource consent required	Resource consent applied for
Land use consent		
Subdivision consent		
Coastal permit (Wellington Regional Council)		
Water permit (Wellington Regional Council)		
Discharge permit (Wellington Regional Council)		
Land use consent (Wellington Regional Council)		

Information which must be submitted with this application

To satisfy the requirements of Section 27 of the HASHA Act 2013, please attach the following information to your application

Four copies (unbound) of all information, including plans to a measurable scale**Initial application deposit fee** - refer to the Council's Fees and Charges Schedule

Indicate method of payment below.

Cheque attached

Credit card

Online

Amount paid \$ _____

Certificates of title (computer freehold registers) for the subject site (no more than three months old) including any relevant consent notice(s), covenants and easements registered on the computer register

Locality plan (1:500) or aerial photograph (1:500) showing:

the location of the site in relation to other streets or landmarks

street number of the subject site and those of adjoining sites, (rural sites can be shown at 1:1000 if required)

details of the resource consent(s) being applied for, including reference to the specific rule(s) in the Wellington City District Plan

an assessment of effects on the environment in accordance with Schedule 4 of the RMA at a level of detail that corresponds with the scale and significance of the effects that the proposed activity may have on the environment. This may require one or more technical specialist reports. Include a full description of the proposed activity, the effects that may be generated and how these would be managed.

all other information required by the relevant sections of the Wellington City District Plan, the HASHA Act 2013 and the Housing Accord. Please refer to section 3 of the Wellington City District Plan for general requirements, including design statements. Please note that there may be other special information requirements associated with the specific activities/rule.

statement of how the proposal meets the relevant qualifying development criteria for the SHA.

include details (name, postal and site address) of consultation undertaken (including iwi) and any responses from persons consulted.

Information required to calculate any development contribution:

Household units: number existing

Number proposed

Commercial: gross floor area existing

Gross floor area proposed

Residential subdivision: allotments existing

Allotments proposed

National Environmental Standard (NES) for Assessing and Managing Contaminants in Soil to Protect Human Health

This site may be subject to or covered by the NES for Assessing and Managing Contaminants in Soil to Protect Human Health Regulations 2011. This is determined by reference to the Hazardous Activities and Industries List (HAIL) which identifies those activities and industries which are more likely to use or store hazardous substances and therefore have a greater probability of site contamination. A full list can be found on the Ministry for the Environment's website www.mfe.govt.nz/issues/hazardous/contaminated/hazardous-activities-industries-list.pdf

Has the piece of land subject to this application been used for *(including its present use)*, or is it more likely than not to have been used for an activity on the HAIL?

Yes

No

If 'Yes', and your application involves subdividing or changing the use of the land, sampling or disturbing soil, or removing or replacing a fuel storage system, then the NES may apply and you may need to seek consent for this concurrently in your application.

Site visit requirements

In order to assess your application it will generally be necessary for the planning officer to visit your site. This typically involves an outdoor inspection only, and there is no need for you to be home for this purpose.

Are there any locked gates, security systems or anything else restricting access by Council staff?

Yes

No

Are there any dogs on the property?

Yes

No

Do you require notice prior to the site visit eg if the property is tenanted?

Yes

No

Are there any other health and safety issues Council staff should be aware of before visiting your site?
If so please provide details so Council staff can take the necessary precautions:

Fees

An initial fee must be paid before we can process your application.

I enclose the initial fee of \$ _____ paid by (please tick the applicable box):

Credit card Cheque attached Internet banking Service Centre (receipt attached)

I understand that the Council may invoice me for the actual and reasonable costs incurred to process this application - as identified in Section 36 of the Resource Management Act and the Council's current fee schedule. Subject to the applicant's right under Sections 82-84 of the HASHA Act 2013 to object to any costs, undertake to pay all and future processing costs incurred by the Council.

Additional fees

If we spend additional time processing requests or incur expenses we need to invoice additional fees. This may happen during processing or once a decision on your application is made. We only charge for amounts over \$65. Likewise, refunds will only be made for unused amounts over \$65.

The Council may issue interim invoices for applications. If any steps, including the use of debt collectors and or lawyers, are necessary to recover unpaid processing costs, the applicant agrees to pay all collection 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 the applicant binds the trust, society or company to pay all the above costs and guarantee to pay all the above costs in their personal capacity.

Refer to the Council's Fee Schedule found at wellington.govt.nz/resourceconsents

Our payment terms

Additional fees are due by the 20th of the month following an invoice. If payment is not received, you will be liable for all legal and collection fees.

The declaration below must be signed by the person(s) or entity responsible for paying the application processing costs. If you are an agent, you will need to obtain the signature of the person(s) responsible for paying the fees before submitting the resource consent application to the Council.

How to pay

Internet banking

The Council's bank account number is 06 0582 0106111 00. Use "RC" followed by the site address as a reference.

Cheque

Attach a cheque with your application and send it or hand it in to us at:

Resource Consents
Wellington City Council
PO Box 2199
12 Manners Street, Wellington

Online

Pay online using your credit card. Visit wellington.govt.nz/payonline, choose Property from the dropdown box and follow the instructions.

In person

You can make payments by cash, cheque or EFTPOS at:

Wellington City Council Service Centre
12 Manners Street
8am-5pm, Monday to Friday.

We also accept Visa, MasterCard and American Express.

Phone

You can pay over the phone with your credit card.
Phone us on 04 801 3718.

Declaration

Subject to my rights under sections 357B and 358 of the RMA to object to any costs, I undertake to pay all costs associated with this application. I also agree to pay all the costs (*including debt collection or legal fees*) of recovering any unpaid costs.

Send all invoices to

Full name

Postal address

Applicant/Agent/Other (*give details*)

Phone (*day*)

Mobile

Email

Fax

I have read and understand the above conditions.

Signed

Date

Notes for the applicant

Incomplete applications will be returned. The Council may also request further information to better understand the potential effects of the proposal.

Once this application is lodged with the Council, it becomes public information. If there is sensitive information in the proposal, please let us know. The Council may require a registered surveyor to certify contours, natural ground level, building site(s) or structure(s), location of boundaries or any other feature which may affect this proposal.

Privacy information

The information you have provided on this form is required so that your application can be processed under the HASHA Act 2013, and so that statistics can be collected by Wellington City Council. The information will be stored on a public register and held by Wellington City Council. Under the Privacy Act 1993, you have the right to see and correct personal information.

Signature of applicant(s) or agent

Declaration for the applicant or authorised agent or other

I/we confirm that I/we have read and understood the notes above. If a private or family trust is the applicant, at least two New Zealand-based trustees are required to provide contact details and sign this form.

Applicant's name

Applicant's signature

Date

Applicant's name

Applicant's signature

Date

Applicant's name

Applicant's signature

Date

Declaration for the agent authorised to sign on behalf of the applicant

As authorised agent for the applicant, I confirm that I have read and understood the above notes and confirm that I have fully informed the applicant of their/its liability under this document, including for fees and other charges, and that I have the applicant's authority to sign this application on their/its behalf.

Agent's full name

Agent's signature

Date

How do you wish to be served with any correspondence

via email (*please ensure you have provided your email address on page 1*)

via post, ie hardcopy