

RESOURCE CONSENT APPLICATION FOR BUSINESS ACTIVITIES

Please complete all sections. Some examples are provided in brackets to help you answer the questions. If you require assistance in completing the application, please feel free to give us a call on (03) 788 9603, email us at planning@bdc.govt.nz or make an appointment at the Westport office, as a Duty Planner is available most days.

Site photos are always helpful. Please include photo(s) of the site access from the road. Either print the photos and attach to your application, or email them to planning@bdc.govt.nz with reference to the site that the application is for.

A diagram of the site (Site Plan) is essential. It doesn't have to be complicated, but must show the important measurements, like the length and width of each boundary, the location of buildings in relation to the site boundaries, where the entrance to the activity is, where the car parks are to be located, and associated vehicle manoeuvring area.

Checklist

- Have you completed and signed the Application form?
- Have you completed and signed the attached Assessment of Environmental Effects form?
- Have you attached an assessment of the activity against Part 2 of the Resource Management Act and any relevant Objectives and Policies of the Plan (in accordance with Schedule 4)? To assist with completing this assessment, a copy of Part 2 and the District Plan's Objectives and Policies can be downloaded from the Council's website – <http://bullerdc.govt.nz/application-forms-and-information-sheets/assessmentdocument/>
- Have you included any technical reports/assessments? (i.e. Geotechnical assessment, Landscape assessment, Acoustics assessment etc)
- Have you completed the 'Declaration to Accompany Application for Resource Consent' in regard to the National Environmental Standard for Assessing and Managing Contaminants in Soil to Protect Human Health (NES)?
- Have you included a site plan?
- Have you included photos of the site, or
 - Plan to email photos to Council?
- Have you included the deposit of \$1,000.00?
Please note that this is a deposit only and Council operates on a full cost recovery system. Therefore if the cost of processing the consent is more than the deposit, you will be charged the additional amount.
- Have you included a copy of the Record of Title (RT). The RT must not be older than 3 months), or
 - Do you wish Council to search a copy for you (for a cost of \$40.00 per RT)?
- Have you attached any completed and signed affected parties forms?

Advice Note: Please attach separate sheet(s) if required.

APPLICANT DETAILS

1. Applicant(s) name(s): (please write all names in full)

2. Postal Address:

Telephone: Business: _____ Facsimile: _____
Private: _____ Email: _____

3. Applicant is the owner/occupier (please tick the appropriate box)
 prospective owner

Property owner's name: (if different from above)

Telephone: Business: _____ Facsimile: _____
Private: _____ Email: _____

4. Correspondence to be sent to the following name and address: (if different from applicant)

Telephone: Business: _____ Facsimile: _____
Private: _____ Email: _____

PROPERTY DETAILS

5. Description of location of activity and/or property address: (include the name of any relevant stream, river or other water body to which the application may relate, proximity to any well known landmark, etc)

6. Legal Description: _____



7. Record of Title Reference: _____
8. Valuation Roll Number: (from rates or valuation notice) _____
9. Zone: _____

DETAILS OF PROPOSAL

10. Are any other consents required? Yes No
(liquor licence or building consent, etc)

If yes, list consents below, and whether they have been applied for.

11. Provide a general description of what is proposed: *(to build six accommodation units on our rural property and operate them as part of a retreat. To operate a bicycle repair shop from my residential address with repairs taking place in the garage, etc)*

12. Provide reasons for the application and for choosing this site: *(we already live on the site and would like to run our business from home. We feel this is the best site, being located within the main shopping area of Reefton. There is existing infrastructure and buildings on the site that suit the needs of our operation, etc)*

13. The following is a full description of the proposed use of every building: *(the building closest to the road will be used as an office and meeting area for staff and customers. The large rear building will be used to store products and machinery. This will also be where repairs and maintenance of machinery is undertaken, etc)*

14. The following is a full description of all activities proposed to be carried out on the site outside of the buildings: *(there will be parking on site with manoeuvring to the north of the garage. Signs will be out by the road, with outside dining taking place to the west of the restaurant building. Loading, unloading and handling of freight, including sorting for distribution and customer collection. Truck refuelling will also be undertaken, etc)*

15. Are any alterations to buildings proposed? Yes No
 If yes, what is the nature of the proposed alterations? *(the existing dwelling will be extended to incorporate an office area at the front of the extension and a guest laundrette to the rear. The extension will be 3.5 metres wide by 8 metres long, etc)*

16. State the height of any new buildings or alterations to existing buildings:

17. The proposed days and hours of operation per week and any seasonal variations: (the shop will open from 8.30am until 5.30pm during the summer and 9am till 5pm in the winter)

18. _____ people full-time and _____ people part-time will be employed.

19. Regular traffic movements are likely to be at the rate of _____ cars and _____ trucks per day/week (delete as appropriate). Include customer and staff vehicles. Note: if a vehicle visits the site that is one movement and a second movement when that same vehicle leaves the site).

20. _____ carparks will be provided on site. Please show the number of carparks and their locations on the site diagram.

21. If potable (drinking) water is required, how will / is it provided? (town supply, rain catchment using UV filters to ensure it is potable, etc)

22. If effluent disposal is required for the site, how is this disposal provided for? (to the town's reticulated service, septic tank, communal system, aerated system, etc)

23. If stormwater disposal is required for the activity, how is it provided? *(to the town's reticulated supply, used for water supply with ground level hard surfaces draining to an onsite settling pond before discharging to water course, etc)*

24. Details of any landscaping proposed: *(bundling along the road boundary, with planting on the bunds to screen the activity from the road. Planting along the borders of the public access areas with screening of the yards along the road using fences, etc)*

25. Will dangerous goods be stored and handled on site (i.e. flammable liquids, gases, solids)?
 Yes No

If yes, what is the nature of the goods and how will they be stored? *(there will be two 5000L refuelling tanks on site holding diesel and petrol. The tanks will be within a bunded area installed on a concrete slab. All refuelling will take place on the slab with the area having a location test certificate, and all handlers having appropriate certification, etc)*

26. Are any new accessways proposed for the site? Yes No
 If yes, please show on the site diagram

27. Are any new signs or changes to existing signs proposed? Yes No

If yes, please provide a site diagram showing the location, dimensions, colour, exact message with dimensions of lettering and symbols, and how the sign is to be fixed to the ground/building.

28. Do you wish to be contacted prior to a member of the Planning Department undertaking a site visit? Yes No

Dated at _____ this _____ day of _____ 20__

Signed: _____
 (to be signed by or on behalf of applicant)

PLEASE MAKE SURE YOU HAVE READ THE CHECKLIST ON THE FRONT PAGE AND PROVIDED ALL REQUIRED INFORMATION

The personal information that you provide in this form will be held and protected by Buller District Council in accordance with our privacy policy (available at bullerdc.govt.nz/privacy and at council libraries and service centres) and with the Privacy Act 2020. Council's privacy policy explains how we may use and share your personal information in relation to any interaction you have with the council, and how you can access and correct that information. We recommend you familiarise yourself with this policy

ASSESSMENT OF EFFECTS ON THE ENVIRONMENT

PHYSICAL

1. Describe the:

(a) landforms (*eg: mountains, hills, cliffs, streams, rivers, valleys, beaches, lakes, gorges, caves, paddocks*)

(b) land slopes (*eg: steep, flat, rolling, angle of slope*)

(c) soils (*eg: sand, clay, rock, fill, name of soil*)

2. Describe any potential for natural hazards (*e.g. flooding, erosion, land slip*)

3. Are any of the following present in the area? (*delete which do not apply*)

- (a) river protection works
- (b) bridges
- (c) railways and roads
- (d) telephone/electricity wires or cables

Please indicate these features on a site diagram/map.

FLORA, FAUNA AND ECOSYSTEMS

4. Describe the vegetation within the application area. List the major species, and any rare or endangered species. (*“Native bush” and “scrub”* is not a satisfactory answer).

5. Will native vegetation clearance occur? If so, how much?

6. Describe and/or list the birdlife, wildlife, freshwater and marine life within the application area, or in the vicinity and any recognised special wildlife habitats (*“usual West Coast wildlife”* or similar is not a satisfactory answer).

7. Describe the effects the activity will have on ecosystems, including effects on plants or animals, any physical disturbance of habitats in the area.

LAND USE

8. Describe the current land use (give as many details as possible).

9. Describe neighbouring land uses.

10. What is the public use of the area?

11. Describe any recreational uses that occur on the land.

12. What is the intended post-activity vegetation cover and land use? (e.g. forestry, road, residential subdivision, pasture, etc)

13. What effect will this application have on alternative uses of the land, resources and/or the environment at present or in the future? (discuss the reasons for your answer)

14. Describe the present land surface and how it will be rehabilitated (if applicable).

CONTINGENCIES OR SAFEGUARDS

15. If your activity includes the use of hazardous substances and installations, provide an assessment of any risks to the following which are likely to arise from such use:

(a) risks to the physical environment

(b) the neighbourhood

(c) the wider community

16. Describe any mitigation measures (safeguards and contingency plans where relevant) to be undertaken to help prevent or reduce the actual or potential effect of any chemical or other contaminant accidents (*i.e. where will the contents go, how will they be contained, treated, recycled or disposed?*) (continue on separate sheet if necessary)

17. Describe any possible alternative locations or methods for undertaking the activity.

MONITORING

18. How will the effects of the activity be monitored?

19. Who will monitor the effects of the activity?

SOCIO-ECONOMIC IMPACTS

20. State the number of people who will work at the site _____

21. Give details of the hours of work (*provide details of any shift times*)

22. Do you intend working on weekends or outside the hours 7.00am to 6.00pm?

- Yes No

NOISE

23. Is a residential area or any occupied dwelling close by or within the application area?
 Yes No

24. Give details and distances.

25. Give details of any anticipated noise levels and likely impacts on both wildlife and residents in the area.

26. Details of noise reduction measures (*rubber lined hoppers, mufflers, shelters, vegetation or soil screens, etc.*)

EXPLOSIVES

27. Will you use explosives? Yes No

28. If so give details of purpose, public warning methods, frequency, timing, storage and handling facilities, type and quantity of blast. Discuss the impacts blasting will have on nearby residents and any measures that will be taken to minimise such effects.

MAORI INTERESTS

29. Give details of particular Maori interest in the land or water within or bordering the application area, or likely to be affected by the application (*sacred or spiritual sites and values, traditional food gathering areas, etc*).

VISUAL EFFECTS

- | 30. Is the operation or activity visible from: | Yes | No |
|--|--------------------------|--------------------------|
| -nearby dwellings | <input type="checkbox"/> | <input type="checkbox"/> |
| -roads (including rest areas) | <input type="checkbox"/> | <input type="checkbox"/> |
| -walking tracks | <input type="checkbox"/> | <input type="checkbox"/> |
| -known observation points | <input type="checkbox"/> | <input type="checkbox"/> |
| -areas of public access? | <input type="checkbox"/> | <input type="checkbox"/> |

If so give details and discuss any measures that will be taken to minimise the visual impacts (*i.e. buffers, vegetation, screens planted, trees, etc*).

EFFECTS ON PRESENT AND FUTURE GENERATION

31. Discuss socio-economic and cultural effects the *(both positive and/or adverse)* activity will have on the immediate neighbourhood and where relevant the wider community for present and future generations *(e.g. additional housing and service requirements, noise, vibration, dust, lighting, aesthetic values, change of lifestyle, recreation, scientific values, water supply, increased traffic, historical, spiritual values, etc.)*

32. Describe any effects *(both positive and negative)* on natural and physical resources having aesthetic, recreational, scientific, historical, spiritual, cultural, or other special value for present or future generations:

CONSULTATION

33. Have you discussed your proposal with your neighbours and other parties who may be adversely affected (eg. Community & Public Health, Department of Conservation, Heritage New Zealand, Ngati Waewae, New Zealand Transport Agency (formerly Transit NZ) , New Zealand Railways Corporation, local electricity supplier and Telecom New Zealand Limited).

If so, who was consulted?

34. Are all affected persons consent forms completed and attached, or forwarded to Council?
 Yes No



35. If any environmental concerns have been raised by affected neighbours or other parties, how can these concerns be met?

OTHER INFORMATION

36. Outline other information (if any), required to be included in the application by the District Plan or regulations.

ASSESSMENT OF THE ACTIVITY AGAINST PART 2 OF THE RMA ASSESSMENT OF THE ACTIVITY IN REGARD TO ANY RELEVANT OBJECTIVES, POLICIES, OR RULES IN A DOCUMENT

You can either fill in your assessment in the spaces below, or use the Assessment Document which can be downloaded at <http://bullerdc.govt.nz/application-forms-and-information-sheets/assessmentdocument/> and attach it to your application.

In reaching a decision on an application, the Council has to be satisfied that by granting the application, Part 2 of the RMA will be achieved. For further information on Part 2 of the Resource Management Act. <http://www.legislation.govt.nz/act/public/1991/0069/latest/DLM230265.html>

Please provide an assessment of your proposal against Part 2:

Please provide an assessment of your proposal against:

- (a) any relevant objectives, policies, or rules in a document; and
- (b) any relevant requirements, conditions, or permissions in any rules in a document; and
- (c) any other relevant requirements in a document (for example, in a national environmental standard or other regulations).

A full copy of the District Plan’s Objectives and Policies can be obtained from Council’s website: <http://bullerdc.govt.nz/district-council/publications/district-plan/part-4-significant-resource-management-issues-objectives-and-policies/>

PLEASE MAKE SURE YOU HAVE READ THE CHECKLIST ON THE FRONT PAGE AND PROVIDED ALL REQUIRED INFORMATION

Dated at _____ this _____ day of _____ 20__

Signed: _____
(to be signed by or on behalf of applicant)

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DECLARATION TO ACCOMPANY APPLICATION FOR RESOURCE CONSENT

This Declaration MUST be completed, signed and submitted with your application

The *National Environmental Standard for Assessing and Managing Contaminants in Soil to Protect Human Health (NES)* applies to particular activities on a piece of land where an activity or industry described in the current edition of the *Hazardous Activities and Industries List (HAIL)* is being undertaken, has been undertaken, or it is more likely than not that it is being or has been undertaken.

The *HAIL* and other useful information about the *NES*, including a *User's Guide on the NES*, can be found on the Ministry for the Environment's website, <http://www.mfe.govt.nz/land/nes-assessing-and-managing-contaminants-soil-protect-human-health/about-nes>. A copy of the current *HAIL* is attached.

To help determine whether or not the NES will apply to your activity please answer the following questions:

Is an activity described on the <i>HAIL</i> currently being undertaken on the piece of land to which this application applies?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Has an activity described on the <i>HAIL</i> ever been undertaken on the piece of land to which this application applies?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Is it more likely than not that an activity described on the <i>HAIL</i> is being or has been undertaken on the piece of land to which this application applies?	Yes <input type="checkbox"/>	No <input type="checkbox"/>

If 'Yes' to ANY of the above, then the NES may apply. Please answer the following questions:

Is the activity you propose to undertake removing or replacing a fuel storage system or parts of it?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Is the activity you propose to undertake sampling soil?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Is the activity you propose to undertake disturbing soil?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Is the activity you propose to undertake subdividing land?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Is the activity you propose to undertake changing the use of the land?	Yes <input type="checkbox"/>	No <input type="checkbox"/>

If 'Yes' to ANY of the above activities, then the NES is likely to apply.

For further information about the *NES* and what is required please contact Council's Planning Department on (03) 788 9603 or planning@bdc.govt.nz.

I hereby certify that to the best of my knowledge and belief, the information given in this form is true and correct.

Applicant's Signature: (or person authorized to sign on applicant's behalf)

..... **Date:**

Name: (Please Print)

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Hazardous Activities and Industries List (HAIL)

October 2011

- A Chemical manufacture, application and bulk storage**
1. Agrichemicals including commercial premises used by spray contractors for filling, storing or washing out tanks for agrichemical application
 2. Chemical manufacture, formulation or bulk storage
 3. Commercial analytical laboratory sites
 4. Corrosives including formulation or bulk storage
 5. Dry-cleaning plants including dry-cleaning premises or the bulk storage of dry-cleaning solvents
 6. Fertiliser manufacture or bulk storage
 7. Gasworks including the manufacture of gas from coal or oil feedstocks
 8. Livestock dip or spray race operations
 9. Paint manufacture or formulation (excluding retail paint stores)
 10. Persistent pesticide bulk storage or use including sport turfs, market gardens, orchards, glass houses or spray sheds
 11. Pest control including the premises of commercial pest control operators or any authorities that carry out pest control where bulk storage or preparation of pesticide occurs, including preparation of poisoned baits or filling or washing of tanks for pesticide application
 12. Pesticide manufacture (including animal poisons, insecticides, fungicides or herbicides) including the commercial manufacturing, blending, mixing or formulating of pesticides
 13. Petroleum or petrochemical industries including a petroleum depot, terminal, blending plant or refinery, or facilities for recovery, reprocessing or recycling petroleum-based materials, or bulk storage of petroleum or petrochemicals above or below ground
 14. Pharmaceutical manufacture including the commercial manufacture, blending, mixing or formulation of pharmaceuticals, including animal remedies or the manufacturing of illicit drugs with the potential for environmental discharges
 15. Printing including commercial printing using metal type, inks, dyes, or solvents (excluding photocopy shops)
 16. Skin or wool processing including a tannery or fellmongery, or any other commercial facility for hide curing, drying, scouring or finishing or storing wool or leather products
 17. Storage tanks or drums for fuel, chemicals or liquid waste
 18. Wood treatment or preservation including the commercial use of anti-sapstain chemicals during milling, or bulk storage of treated timber outside
- B Electrical and electronic works, power generation and transmission**
1. Batteries including the commercial assembling, disassembling, manufacturing or recycling of batteries (but excluding retail battery stores)

2. Electrical transformers including the manufacturing, repairing or disposing of electrical transformers or other heavy electrical equipment
3. Electronics including the commercial manufacturing, reconditioning or recycling of computers, televisions and other electronic devices
4. Power stations, substations or switchyards

C Explosives and ordinances production, storage and use

1. Explosive or ordinance production, maintenance, dismantling, disposal, bulk storage or re-packaging
2. Gun clubs or rifle ranges, including clay targets clubs that use lead munitions outdoors
3. Training areas set aside exclusively or primarily for the detonation of explosive ammunition

D Metal extraction, refining and reprocessing, storage and use

1. Abrasive blasting including abrasive blast cleaning (excluding cleaning carried out in fully enclosed booths) or the disposal of abrasive blasting material
2. Foundry operations including the commercial production of metal products by injecting or pouring molten metal into moulds
3. Metal treatment or coating including polishing, anodising, galvanising, pickling, electroplating, or heat treatment or finishing using cyanide compounds
4. Metalliferous ore processing including the chemical or physical extraction of metals, including smelting, refining, fusing or refining metals
5. Engineering workshops with metal fabrication

E Mineral extraction, refining and reprocessing, storage and use

1. Asbestos products manufacture or disposal including sites with buildings containing asbestos products known to be in a deteriorated condition
2. Asphalt or bitumen manufacture or bulk storage (excluding single-use sites used by a mobile asphalt plant)
3. Cement or lime manufacture using a kiln including the storage of wastes from the manufacturing process
4. Commercial concrete manufacture or commercial cement storage
5. Coal or coke yards
6. Hydrocarbon exploration or production including well sites or flare pits
7. Mining industries (excluding gravel extraction) including exposure of faces or release of groundwater containing hazardous contaminants, or the storage of hazardous wastes including waste dumps or dam tailings

F Vehicle refuelling, service and repair

1. Airports including fuel storage, workshops, washdown areas, or fire practice areas
2. Brake lining manufacturers, repairers or recyclers
3. Engine reconditioning workshops
4. Motor vehicle workshops
5. Port activities including dry docks or marine vessel maintenance facilities

6. Railway yards including goods-handling yards, workshops, refuelling facilities or maintenance areas
7. Service stations including retail or commercial refuelling facilities
8. Transport depots or yards including areas used for refuelling or the bulk storage of hazardous substances

G Cemeteries and waste recycling, treatment and disposal

1. Cemeteries
2. Drum or tank reconditioning or recycling
3. Landfill sites
4. Scrap yards including automotive dismantling, wrecking or scrap metal yards
5. Waste disposal to land (excluding where biosolids have been used as soil conditioners)
6. Waste recycling or waste or wastewater treatment

H Any land that has been subject to the migration of hazardous substances from adjacent land in sufficient quantity that it could be a risk to human health or the environment

I Any other land that has been subject to the intentional or accidental release of a hazardous substance in sufficient quantity that it could be a risk to human health or the environment