

# Affected Persons Written Approval Form

## Keeping of Animals, Poultry and Bees Bylaw

<b>TO</b>	Environmental Health Department Southland District Council PO Box 903 Invercargill 9840
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<b>I/WE (FULL NAMES)</b>
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being the	<input type="checkbox"/> owner	<input type="checkbox"/> occupier	<input type="checkbox"/> owner and occupier
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of the property situated at (address and/or legal description of your property)
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have read and understand the information on the reverse side of this page and consent to the proposal by
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<b>NAME OF APPLICANT(S)</b>
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<b>TO (DESCRIPTION OF PROPOSED ACTIVITY)</b>
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<b>ON THE FOLLOWING PROPERTY (ADDRESS OF APPLICATION SITE)</b>
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as outlined in the application submitted and on the associated plans signed by me/us
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Signed		Date	
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<b>CONTACT ADDRESS (IF DIFFERENT FROM ABOVE)</b>
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Telephone	
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<p>If you have any queries regarding the permit process and the role and rights of adversely affected person(s), please contact:</p> <p>Environmental Health Department Southland District Council PO Box 903 Invercargill 9840</p> <p>Phone 0800 732 732 Fax 0800 732 329</p> <p>before you complete and sign this form and any associated documentation</p>
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**CONSENT OF AFFECTED PERSON(S) IN RELATION TO AN APPLICATION FOR PERMIT  
UNDER THE KEEPING OF ANIMALS, POULTRY AND BEES BYLAW**

**INTRODUCTION**

Any proposal to do something that is not permitted in the Keeping of Animals, Poultry and Bees Bylaw 2010 (the bylaw) requires a permit.

If you have been asked to sign this form, it will be because your neighbour proposes to do something that is not permitted in the bylaw and therefore requires a permit under the bylaw.

**WHY IS YOUR CONSENT REQUIRED?**

If an application for a permit is to be processed, Council requires that the proposed activity should have no more than minor effects on the neighbourhood and that written approval be obtained from any person Council considers may be adversely affected. If you have been asked to give your consent it is because Council considers you may be adversely affected by the proposed activity.

**WHAT SHOULD I DO**

If you are asked to give your written approval to someone's proposal as part of their application for a permit, you should do the following:

1. Request that the applicant explains the proposal clearly and fully to you.
2. Study the application and associated documentation of the proposed activity provided by them in order to understand the effects of the proposal. If there is no documentation available at this stage, you are quite entitled to wait until they are available.
3. Decide whether the proposal will adversely affect you or your property and, if so, to what extent. You can take your time over this decision and you are quite entitled to ask the applicant for more information. You may suggest amendments to the proposal that you consider would improve aspects of the proposal in terms of its adverse effects on you.
4. If you are satisfied that the proposed activity will not adversely affect you, complete and sign the written approval form and sign a copy of the associated documentation. If you wish to consent to the proposed activity subject to conditions, these should be discussed with your neighbour (or their representative) directly and a satisfactory conclusion reached before your consent is given. Council will not enter into any negotiations between parties on such matters.
5. Return all documentation to the applicant.

**IMPORTANT INFORMATION**

Please note that even though you may sign the affected person/s consent form, Council must still give full consideration to the application. However, if you give your approval to the application, Council will not have regard to any actual or potential effects the proposal may have on you, provided offences are not committed under the Health Act 1956. If a permit is granted by Council there is no way for either you or Council to retract it later. You are therefore encouraged to weigh up all the effects of the proposed activity before consenting to it.

If you do not give your approval, and you are considered to be an adversely affected party, then you will have the right to be heard. If after giving written approval to the proposed activity you change your mind, your written approval may be withdrawn before determination of the application (by hearing or otherwise) by advising Council in writing that this is withdrawn.