

Section 6.1 Information for Resource Consents

The provisions of the Fourth Schedule of the Act set out the general requirements for matters to be included in an assessment of the effects of a proposal on the environment, to accompany applications for resource and subdivision consents.

Information should be provided in hard copy (minimum of two copies) but the applicant may choose to also submit electronic copies of maps, site plans and documents. If it is intended to provide electronic copies of files, please check with Council prior to providing the documents, to ensure the correct file format.

The following list should guide Council and applicants in determining the type of information that should be submitted with any application for resource consent.

6.1.1 Land Use Drawings Required

1. Any application for resource consent shall include two sets of drawings illustrating the proposal.
2. A drawing showing the location of the site with road name, property number and north point.
3. A site plan of the area affected by the proposal showing:
 - (a) Site boundary lengths and other dimensions in metres.
 - (b) Location with distances to site boundaries of all existing buildings which are to remain on the site and all proposed buildings and structures (including where applicable eaves, balconies, courts and verandahs).
 - (c) Proposed use of each building.
 - (d) Position of any easement over the site.
 - (e) Position, location and dimensions of every parking and loading space.
 - (f) Location of roads adjacent to the site and the formation status of the road and any footpath(s).
 - (g) Kerb lines adjacent to the site and the position of any street trees.
 - (h) Levels on the site boundaries around any buildings, or contours of the site except where the site has a uniform grade of less than 1 in 10.
 - (i) Proposed retaining walls, excavations and landfill.
 - (j) Existing trees and proposed landscaping (particularly where this is a requirement of the rules for the zone). Dimensioned areas of the landscaping should be shown together with all existing and proposed sealed areas.
 - (k) Indigenous vegetation areas, streams, wetlands and heritage items.
 - (l) Where relevant, recession line diagrams or models.
 - (m) Watercourses and drainage and sewerage pipes within and adjacent to the site.
 - (n) The means proposed to deal with all stormwater and sanitary drainage.
 - (o) The location of any historic heritage item listed in Schedule 5.2 or archaeological site.
 - (p) The location of any transmission lines that traverse the site.
4. A floor plan of each building (at a scale of not less than 1:100) showing:
 - (a) Use of all parts of the building, including basements, parking, lift towers, storage or service areas.
 - (b) Room layout of the building, if this is known and a clear identification of the use of different rooms or parts of a floor, including a total gross floor area for each use.

Where several floors are of the same area and use, a standard floor plan may be shown.

5. Elevations of each building (at a scale not less than 1:100) showing: - external appearance of the building including doors and windows.
 - (a) Number of floors and their proposed usage.
 - (b) Building heights and height in relation to any boundary.
 - (c) Materials and colours to be used on the exterior cladding.

6.1.2 Land Use Details Required

1. Certificates of Title or Computer Freehold Register for the subject site(s).
2. A description of the site including existing uses, buildings, topography and vegetation, including information on the extent and nature of any fill on the site, an assessment of the likely risk of natural hazards and a description of the existing natural environment (including areas of indigenous vegetation, habitats of indigenous animals, existence of threatened species and landscape features).
3. A statement specifying all other resource consents that the applicant may require from any consent authority in respect of the activity to which the application relates and whether or not the application has applied for such consents.
4. A description of the activity for which consent is sought, including but not limited to:
 - a) The number of carparks to be provided and the provisions for access, loading and circulation.
 - b) The frequency and timing of vehicle movements anticipated to or from the site and the number of heavy vehicles expected.
 - c) Number of persons to be employed.
 - d) Hours of operation.
 - e) Any landscaping to be provided, including areas for planting, the location and types of trees to be planted, the location of any outdoor storage areas and how these are to be screened from view.
 - f) Any outdoor advertising signs proposed, including the dimensions, height, lettering and location (freestanding or on buildings) of any signage, or any illumination proposed.
 - g) In respect to any potential for noise generation:
 - i) the type and specification of any proposed machinery or equipment;
 - ii) the location on site or within buildings, and the material of which the buildings are constructed;
 - iii) details of any proposed measures to avoid, remedy or mitigate noise, including any technological or management approaches;
 - iv) hours of operation, and the expected nature and frequency of noise events;
 - v) duration where specified noise levels will be exceeded, particularly at night, with regard to likely disturbance that may be caused;
 - vi) the degree to which any excessive noise or vibration generation will affect amenity values:
 - a. the value and nature of entertainment activities and their benefit to the wider community, having regard to the frequency of noise intrusion and the practicality of mitigating noise, or utilising alternative sites;
 - b. the extent to which achieving the relevant standard is practicable, given any existing activities which create noise, particularly on the interface with commercial, industrial or recreational activities;

- c. the extent to which achieving the relevant standard is practicable where the existing noise environment is subject to significant noise intrusion from road, rail or air transport activities;
 - d. cumulative noise effects.
 - h) In respect to any hazardous substances to be stored or used on site:
 - i) the type and volume of those substances;
 - ii) proposed methods of containment, including in emergencies;
 - iii) the location on site or within buildings of any transfer, or storage points;
 - iv) transport arrangements on site, and routes and methods of transport to and from the site;
 - v) the location of the site or facility with respect to population, services, schools, emergency services, hospitals and arterial routes;
 - vi) compliance with the Hazardous Substances and New Organisms Act 1996;
 - vii) sensitivity of, and consequences of, any failure, escape or activation of the hazardous substance to the surrounding environment;
 - viii) consideration of alternatives including methods of storage;
 - ix) consideration of relevant New Zealand Standards and Industry Codes of Practice.
 - i) In respect to any earthworks, fill or excavation proposed:
 - i) the type of fill;
 - ii) the volume and depth of fill and excavation;
 - iii) identification of those areas of the site subject to fill or excavation;
 - iv) the impact on utilities, or on any archaeological sites;
 - v) the proximity of earthworks to surface water and groundwater bodies.
 - j) In respect to any potential for glare:
 - i) the nature and location of any highly reflective surfaces;
 - ii) the location, type and power of lighting on the site;
 - iii) the means of directing its spill;
 - iv) any effects on visibility of the night sky.
 - k) The need for any financial contribution and/or bond.
- 5. An assessment of any actual or potential effects that the activity may have on the environment (in such detail as corresponds with the scale and significance of the actual or potential effects that the activity may have on the environment) and the ways in which those adverse effects may be avoided, remedied or mitigated, including, but not limited to, the information set out below.
 - a) The effects of the proposal on biodiversity:
 - i) including methods proposed to avoid, remedy or mitigate adverse effects;
 - ii) including indigenous vegetation;
 - iii) including habitats and ecosystems;
 - iv) including ecologically sensitive areas;
 - v) including breeding populations of indigenous fauna;
 - vi) the proximity to riparian margins and waterways;
 - vii) the proximity to the coastal environment, or wetlands;
 - viii) proposals to compensate for or offset loss of indigenous vegetation and habitats of indigenous fauna;
 - ix) any relevant authorisation issued under the Forests Act 1949.
 - b) The effects of the proposal on any listed historic heritage items:
 - i) where a listed historic heritage item would be affected this should include plans and photographs showing existing interior or exterior original features;

- ii) plans of these features should any alterations be proposed to be carried out. A statement must also be provided as to whether any activity will affect the whole or part of a listed heritage item;
 - iii) any consultation with the Heritage New Zealand.
- c) The effects on any nature conservation areas, recreational values and facilities:
 - i) existing recreation users;
 - ii) and the experiences of other recreational users in the vicinity.
- d) The effects on any significant geological sites and landforms as listed in Schedule 5.9 - Significant Geological Sites and Landforms.
- e) The effects of the proposal on any Outstanding Landscapes and Natural Features and Visual Amenity Landscapes:
 - i) visibility of development from surface water bodies and public places;
 - ii) visibility of development access;
 - iii) from proposed revegetation and any earthworks;
 - iv) whether the development breaks the skyline or the form of any ridges, hills or prominent slopes;
 - v) visibility of any utilities to service development;
 - vi) existing land uses and patterns of development;
 - vii) natural landscape patterns;
 - viii) natural vegetation patterns;
 - ix) any methods to avoid, remedy or mitigate adverse effects.
- f) Where natural hazards are identified, the proposed methods to avoid, remedy or mitigate the hazard:
 - i) including the extent to which the development has an operational need to be located in an area of natural hazard risk;
 - ii) including confirmation the development is not likely to accelerate or result in material damage to land, other land or any structure, through inundation or erosion;
 - iii) whether the development would reduce risk of natural hazards;
 - iv) and consideration of the most recent natural hazard information available.
- g) The effects of Energy Facilities, Mining and Infrastructure:
 - i) on the safety and integrity of any other network utility, which could be adversely affected by the proposal;
 - ii) and the extent to which the adverse effects of noise, lighting and vibration will be avoided, remedied or mitigated;
 - iii) on natural character and amenity values of the Coastal Environment, wetlands, lakes and rivers and their margins;
 - iv) the protection of Outstanding Natural Features and Landscapes;
 - v) the extent to which adverse effects on the environment from the storage use, disposal and transportation of hazardous substances is avoided, remedied or mitigated;
 - vi) the extent to which any adverse effects of the proposal on traffic safety and movement may be avoided, remedied or mitigated;
 - vii) the protection of historic heritage;
 - viii) the consideration of alternatives.
 - ix) The positive local, regional and national benefits to be derived from the use and development of renewable energy infrastructure.
- h) The effects on any river or lake, particularly effects on:
 - i) ecological values;

- ii) community water supplies;
 - iii) water quality;
 - iv) amenity values and natural character;
 - v) public safety and navigation;
 - vi) public access.
- i) Any effects on adjoining sites, for example shading caused by a building or blocking of views or dominance of buildings.
 - j) Any effects on Māori cultural, spiritual or traditional values including any traditions with their ancestral lands, water, sites, wāhi tapu and other taonga and the outcome of any consultation with tangata whenua.
 - k) The results of any consultation undertaken with any parties who may be affected by the proposal and any other stakeholders.

6.1.3 Subdivision Drawings Required

Every application for subdivision consent shall include a plan drawn to scale showing the following information:

1. The whole of the land held in physical continuity by the subdividing owner, a diagram may be shown if the land is too large to be drawn at the principal scale.
2. The location, dimensions and description of existing and proposed buildings in relation to existing and proposed boundaries.
3. The position of existing water, sewer, stormwater, electrical and telecommunication services.
4. The location of any transmission lines that traverse the site.
5. The lot number for each site, boundary distances, site areas and in the case of rear sites, both net and total areas.
6. The location of any esplanade mechanisms.
7. The location of any existing and proposed easements and rights of way.
8. Where reserves and/or roads are to vest in the Council, the location and areas of the proposed reserves and/or walkways and any tree planting proposed for the reserves and/or roads to vest in the Council.
9. Any outline development plan or structure plan.

6.1.4 Subdivision Information Required

In addition, the subdivision application assessment of environmental effects should address:

1. The methods of servicing new allotments with water, sewer, stormwater, electrical and telecommunication facilities and evidence to demonstrate that those services can outfall or connect to existing reticulations.
2. The formation standards of the roads adjoining the subject land, eg whether sealed, metalled or unformed, whether or not there is an existing kerb and channel and/or formed footpath.
3. Whether or not any adjoining river has an average width of 3 metres or more.
4. The position of stock water races.
5. The effects on water and soils.
6. The effects on amenity values.
7. The effects on any Outstanding Natural Features and Landscapes and Visual Amenity Landscapes.
8. The adequate provision of on-site wastewater systems where relevant.
9. Any risks associated with areas of land identified as contaminated or potentially contaminated.
10. The effects on significant indigenous vegetation and significant habitats of indigenous fauna.

11. The location of any esplanade mechanism.
12. The position of any listed heritage item, including archaeological sites.
13. The location of any wāhi tapu or wāhi taoka.
14. The presence of and type of natural hazards.
15. Integration with infrastructure.
16. The need for financial contribution, bond and vesting of land.

6.1.5 Conditions

Conditions can be put on resource consents to ensure that an activity is carried out as stated in the application or as revised by the decision and that adverse effects are mitigated or remedied. For example, on a large scale subdivision or construction project, a condition may be imposed requiring a Landscape Management Plan to be produced that describes how, what, when and by whom any landscaping activities would be undertaken and maintained, for example weed control.