

Certificate of Compliance Application

This application is made under Section 88 of the Resource Management Act 1991

The purpose of this form is to provide applicants with guidance on information that is required under the Resource Management Act, 1991, to demonstrate that a Certificate of Compliance can be issued for a proposed activity. This form is to act as a guide only and Environment Southland reserves the right to request additional information.



To: Environment Southland
Private Bag 90116
Invercargill 9840

Name: _____

Address: _____

Email: _____

Phone: _____ *Preferred* _____ *Additional* Fax: _____

- 1 Are any resource consents required for the proposal to which this application relates, either from Environment Southland or any other authorities? ☐ Yes ☐ No

If yes, please state the relevant authority and the type of consent(s) required:

- 2 Is this certificate of compliance for a new or existing activity? _____

- 3 Please describe the proposed activity and how the activity will be carried out.

- 4 Please clearly describe how the proposed activity complies with the relevant permitted activity rule(s) of a regional plan. You must explain how the activity is consistent with each clause of the relevant permitted activity rule(s).**

Please include copies of all necessary site plans, engineering drawings, details and calculations to enable the proposal to be checked for compliance with the regional plan.

- 5 Location of proposed activity**

Address:

Legal Description(s):

Map References (NZTM 2000):

_____ E _____ N

6 The name and address of the **owner /occupier:** (if other than the applicant)

Name: _____ Phone: _____

Address: _____

Please include a copy of the current Certificate of Title for the site(s).

7 Please attach a map or a coloured aerial photograph showing the following activities:

- the location(s) and extent of proposed activity;
- the total property area boundary.

Checklist: Have you included the following?

☐

Payment of the required deposit (*see attached fee schedule*)

☐

Site plan/location map/sketch of the proposed activity

☐

A copy of the Certificate of Incorporation (*where applicant is a company*)

Notes:

- a) If your application does not contain the necessary information and the appropriate fee, Environment Southland must return the application.
- b) If these forms have insufficient space, please attach additional pages, including plans, as necessary.
- c) Council cannot accept electronic lodgement of applications at this time.

Signature of applicant

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

I undertake to pay all actual and reasonable application processing costs incurred by Environment Southland.

Name (please print) _____

Signed _____

Date _____

(Signature of applicant or person authorised to sign on behalf of applicant)

Fee Schedule

The Council's user charges are fixed under Section 36 of the Resource Management Act 1991. Refunds may be given, or additional fees charged, where appropriate.

Standard Fees - Deposit	
Certificate of Compliance (GST inclusive)	\$1,596

Environment Southland accepts payment in the form of cash, Eftpos, or electronic transfer. All electronic transfers must include the applicant's name and "consent application" as a reference. Please make electronic payments to: Environment Southland, 01-0961-0018998-00.

Requesting further information

Pursuant to Section 139(4), Environment Southland may request further information from an applicant if necessary to determine whether the proposal complies with the relevant regional plan. Please note a Certificate of Compliance needs to be issued within 20 working days of receipt of the request by Environment Southland. If further information is requested, then the decision on the application does not need to be made until 20 working days after the information requested has been received (s139(6)(b)). If the Council is not satisfied that the activity can be undertaken lawfully without resource consent, then the application will be declined.

Lapsing of a Certificate of Compliance

Section 139(7)(b) requires that a Certificate of Compliance states that the particular proposal or activity was permitted, or could be lawfully carried out without a resource consent, on the date the request was received by the council. Effectively, the Certificate of Compliance acts as a "snapshot" in time, confirming that an activity was permitted at the date the application was received by the council.

A Certificate of Compliance lapses if the activity is not undertaken within five years of the certificate being granted

Note to Applicants Lodging hybrid activity applications

If an applicant chooses to apply for resource consent and a Certificate of Compliance, then two separate applications need to be made (i.e. both an application for a Certificate of Compliance for the permitted components AND an application for a resource consent). Please note that if this Certificate of Compliance is being applied for in conjunction with a resource consent, the permitted component must still be described in the assessment of effects within the overall resource consent application.

How much will it cost to process my application?

Environment Southland's User Charges and Fees document is available at: www.es.govt.nz/fees-and-charges
When the consent has been processed you will receive an invoice for an additional fee, or for a refund.

User Charges

Please note that additional Annual User Charges will apply to all consents.

How to pay

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END OF FORM