



Written approval form

Affected person's written approval to an activity that is the subject of a resource consent application

To be completed by the person requesting approval

Applicant: _____

Application Number: _____

Officer in charge: _____

Type of resource consent: _____

Proposed activity(ies): _____

Location: _____

To be completed by the person giving approval:

Name: _____

Email address: _____

Type of resource consent: _____

Street/Road address: _____

*I am the owner/occupier of the following property and have authority to sign on behalf of all other owners/occupiers of the property:

Property address: _____

**Delete if not applicable*

I/we have studied the full application for resource consent and give my/our written approval to the proposed activity/activities.

Note: You should list or identify **all application documents and plans** which you have viewed in reaching your decision to provide written approval. This is to ensure that Environment Southland understands that you have viewed versions of the documents which correspond with the application as lodged with Environment Southland, and have provided your written approval on that basis.

Document name/s:

Document date:

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In signing this written approval, I/we understand that the consent authority must decide that I/we am/are no longer an affected person(s), and the consent authority must not have regard to any adverse effects on me/us.

(Signature)

(Date)

(Signature)

(Date)

Notes:

- 1. I understand that I may withdraw my written approval by giving written notice to the consent authority before the hearing, if there is one, or, if there is not, before the application is determined.**
- 2. If you do not understand this form and/or any details regarding the application for resource consent, then you should not provide your written approval.**

Guidelines for Affected Parties

Why has your written approval been requested?

If you have been asked to sign this form, it will be because someone is proposing an activity that requires a resource consent and you have been identified as an affected party. You may have been deemed an affected party simply because you are a neighbour.

What should you do?

1. Study the application for resource consent for the proposed activities. This should help you understand any potential effects.
2. Request that the Applicant explains the proposal clearly and fully to you. It is important that if you do not understand the proposal fully, then you seek additional information from the applicant **before** providing written approval.
3. If you wish to consent to the proposed activity subject to conditions, these should be discussed with the Applicant (or their representative) **directly** and a satisfactory conclusion reached before your consent is given. The Council cannot accept conditional approvals and will not enter into negotiations between parties nor impose conditions to give effect to side agreements.
4. You may wish to take legal advice before signing this form. If so, this would be at your cost and Environment Southland will not reimburse any such costs.
5. If you are happy with the proposal and wish to give your approval, you may do so by signing the written approval form.

Any questions regarding the proposed activity(ies) should be addressed to the applicant in the first instance. Discussing the proposal may assist with resolving any issues of concern. If you continue to be concerned with the proposal, you do not have to sign the form.

If the application is notified, your written approval does not constitute a submission under Section 96 of the Resource Management Act 1991.

Notes to affected person signing written approval:

- By signing the written approval form you still retain the right to contact Environment Southland or lodge a complaint if you become concerned that the applicant is not complying with the requirements of their resource consent.
- This approval may be withdrawn in writing up to the time that the application is considered and determined.
- Your written approval may be referred to in the Council's reports and correspondence with regard to this application.
- Conditional written approvals **cannot** be accepted.
- There is no obligation to sign this form, and no reasons need to be given for declining to sign.
- If this form is not signed, the application may be notified with an opportunity for submissions.
- If signing on behalf of a trust or company, please provide additional written evidence that you have signing authority.

For further assistance, contact Environment Southland's consents team on **0800 76 88 45** or service@es.govt.nz.