

OFFICE USE

Deposit Paid \$ _____

Receipt No. _____

Consent No. _____

Resource Consent Application – Discharge Permit

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

PLEASE READ AND COMPLETE THIS FORM THOROUGHLY AND PROVIDE ALL DETAILS RELEVANT TO YOUR PROPOSAL.

Feel free to discuss any aspect of your proposal, the words used in this form or the application process with Council staff, who are here to help. A deposit in accordance with the Tasman District Council's schedule of charges, is required to be paid with the application.

In terms of Section 36 the Resource Management Act 1991, further charges may be imposed to recover actual and reasonable costs in processing the application. Likewise, if actual costs are less than deposit a refund will be made.

This application will be checked before formal acceptance. If further information is required, you will be notified accordingly. When this information is supplied, the application will be formally received and processed further.

1. Applicant Details

If partnership, list full names of all partners

Name: _____

Mailing Address: _____

Phone(Bus): _____

Phone(mbl): _____

Email: _____

2. Name and Address for Service *(if different from above or if your agent is dealing with the application)*

Name: _____

Mailing Address: _____

Phone(Bus): _____

Phone(mbl): _____

Email: _____

3. Property Details

The address or location to which the application relates is: _____

Property number (10 digit number): _____

Legal Description: _____

(eg Lot and DP numbers.)

You must attach a copy of the record of title for the property that is no older than three months.

4. Details of Discharge

Specify clearly details of this discharge to water, land or air (eg treated agricultural effluent, stormwater, processing water vapour) and the expected composition, including trace materials:

Application relates to: New process Existing process Expansion of existing process

If the application is a renewal, state previous Discharge Permit Number:

Additional information attached. Yes No

Maximum Quantity of Discharge

_____ litres per second

and/or _____ cubic metres per day

and/or _____ cubic metres per week

4.1 Discharge to Surface or Ground Water

(i) Name of receiving waters:

(ii) Is discharge Treated/Untreated?

(iii) Is discharge Continuous/Frequent/Intermittent?

(iv) Describe any treatment process prior to discharge:

4.2 Discharge to Land

- (i) Discharge application rates mm per week
- (ii) Land area on to which discharge is disposed hectares
- (iii) Is discharge Treated Untreated?
- (iv) Is discharge Continuous Frequent Intermittent?

(v) Describe any treatment process prior to discharge:

(vi) Describe land cover and subsurface soil type(s), including depth to any impermeable layers:

4.3 Discharge to Air

- (i) Give full details of the process, including drawings and flow diagrams, detail all components of the plant, show all liquid and gas flow, all interconnections, pressure relief, safety valves and bursting discs, if used.
- (ii) Details of the disposal of all waste generated by the process and associated facilities.

Structures and Surroundings

- (i) Give the dimensions (width, length and height) of all structures on site and the height and distance from any buildings on adjacent properties which are other than the on site structures.
- (ii) Give details of the surrounding terrain eg flat, gentle hills, steep slopes rising to "x" metres, sea etc.

5. Site Plan

Attach a site plan for your proposal (It may also be useful to use aerial photos or diagrams). Your site plan must:

- have a North point
- be drawn to scale and scale stated
- be scaleable when reduced in size
- show dimensions (where appropriate)
- be clear

Your site plan should show (where relevant):

- roads onto which the property has frontage
- boundaries, area and dimensions of the subject property(s)
- existing and proposed car parks, cycle parks, loading areas, on-site access, on-site manoeuvring areas, vehicle crossings and proximity to intersections
- formation of crossings, access and car parks, stormwater disposal from access and parking areas
- location and dimensions of existing and proposed buildings
- setbacks from boundaries
- discharge point and location of discharge treatment facilities
- location of known archaeological sites
- any topographic features (embankments, cliffs, streams, wetlands, drains), selected ground heights and main power lines.

6. Assessment of Effects on the Environment (AEE)

- An AEE is an essential part of your application. If no AEE is provided then the Council cannot accept your application.
- Either complete your AEE in the space provided below, or tick here if an AEE is attached.

Describe the effects of your proposal on the environment.

(continue on next page or separate sheet if necessary)

Describe any methods or steps you will take to reduce these effects.

(continue on next page or separate sheet if necessary)

Information Box – Brief guide to completing your AEE

For more information see the Ministry for the Environment publication “A Guide to Preparing a Basic Assessment of Environmental Effects” at www.mfe.govt.nz

WHAT is an Assessment of Environmental Effects?

An AEE is a statement identifying the actual or potential effects on the environment of your proposal. There are two important definitions to understand.

“Environment” includes:

- Ecosystems, people and communities; and
- All natural and physical resources; and
- The social, economic, aesthetic and cultural conditions which affect the matters stated above or which are affected by those matters.
- Amenity values

“Effect” includes:

- Any positive or adverse effect; and
- Any temporary or permanent effect; and
- Any past, present or future effect; and
- Any cumulative effect which arises over time:
 - Any potential effect of high probability; and
 - Any effect of low probability but high potential impact.

WHO should write your AEE?

The level of detail in your AEE needs to correspond with the scale and significance of the effects that your proposed activity may have on the environment. A more significant application with more effects will need a more detailed AEE.

If your application is simple or only moderately complex then you may be able to write your own AEE. If it is more complicated or the effects are greater you may require help from a professional such as a planner, engineer or scientist.

HOW to write your AEE

The Fourth Schedule of the Act provides guidance on the scope and content of the AEE. A copy of the Fourth Schedule can be found in the Ministry for the Environment document referred to at the top of this brief guide.

Your AEE should be logically structured, accurate and honest and should be presented as clearly and simply as possible. Maps, aerial photographs and drawings are particularly effective.

7. Other information

Is there any other information that the Council should have to process this application?
(This space can also be used to complete your AEE from the previous page.)

Lined area for providing additional information.

8. Consultation

Depending on the scale or effects of your proposed activity it may be appropriate for you to consult with people who may be affected by, or have an interest in your activity. Consultation is not always necessary, but if others are affected it can be very worthwhile.

Space is provided to write the results of your consultation.

Information Box – Brief guide to consultation

The Act says that you must identify the person or parties affected. However there is no legal obligation to consult with any person or party.

Examples of people you may consult are neighbours, local iwi and the New Zealand Transport Agency (for State Highway access). Think about who might be affected by or interested in your proposal.

Meeting face to face may be the best way to achieve effective consultation. Here are some ingredients for effective consultation.

1. Be prepared to make changes to the proposal in response to feedback.
2. Listen rather than promote. The person consulting should remember that the primary purpose of the exercise is to find out what people think about the proposal, not to "sell" the proposal by putting down or ignoring any concerns expressed.
3. Make sure that those being consulted are representative of all the people who will be affected. At meetings, make sure that all the people present contribute to the discussions.

The Council must take into account the effects of proposals on resources of value to tangata whenua.

If there is a chance that your proposal may affect the local iwi, or if you want to find out if they are interested, you should consult with the appropriate groups:

To find out if you need to talk with iwi,

1. go to our webpage at www.tasman.govt.nz and
2. enter "talk to iwi" as the keywords in the search box.

This will take you to guidance on:

- when it's likely you must talk to iwi,
- why you should talk,
- what to expect,
- which iwi to contact, and
- their contact details.

We also explain that if you're unsure it's worth talking to our duty planners as part of this process.

Check before you lodge - this can save you time and money.

Enter the results of your consultation in the space below:

Name: _____ Position: _____

Address: _____

Their concerns: _____

Your response: _____

Name: _____ Position: _____

Address: _____

Their concerns: _____

Your response: _____

Name: _____ Position: _____

Address: _____

Their concerns: _____

Your response: _____

(continue on separate sheet if necessary)

9. Affected Person or Parties

You must identify any persons or parties who may be adversely affected by your proposal. To report the results of any discussion or consultation, use section 11 below.

Information Box – Affected parties

If any people or parties are affected by your proposal to a minor or a more than minor extent they may have a say in how your consent is processed by the Council.

Other points to consider are:

- If your neighbours or other parties have no concerns at all, consider asking them to sign a Written Approval of an Affected Person form (form number EP-RC043).
- The Council has the final say on who is, or is not, deemed to be an affected party.
- If an affected person or party raises concerns, offering solutions or amending your application may satisfy them so that they are happy to sign a “Written Approval” form.
- It is an affected person or party’s right NOT to sign a “Written Approval” form if they do not want to.
- If they do choose to sign they must also sign a copy of the relevant plans to show that they have seen them.
- Affected persons or parties do not have veto rights, but refusal to sign a “Written Approval” form can make the consent process longer and more expensive.

Written Approval of Affected Person form/s (EP-RC043) and any relevant plans have been signed by the following people:

(1)	<input type="checkbox"/> form attached
(2)	<input type="checkbox"/> form attached
(3)	<input type="checkbox"/> form attached
(4)	<input type="checkbox"/> form attached

Declaration

I (please print name)

hereby acknowledge:

- (i) The requirement to provide details of additional consents needed, and the effects of my proposal on the environment.
- (ii) That the minimum fee paid is a deposit against full costs.
- (iii) That the information provided in this application and the attachments to it are to the best of my knowledge accurate.
- (iv) I attach other information (if any) required to be included in the application by the Resource Management Plan or Regional Plan or regulations.

Signature:

(Signature of applicant or authorised agent not needed if lodged electronically)

Date:

Information that must be submitted with this application

Attach **two** copies of the following information in support of this application, to satisfy the requirements of Section 88(2) of the Resource Management Act 1991 (RMA). If inadequate information is supplied with your application, this will cause delays in processing.

Two copies of the following information (as relevant):

- Assessment of Environmental Effects (AEE)**
 - If you have a separate AEE (not as part of this form)
- Site Plan (see section 5 of this form):**
 - Aerial photos and/or diagrams may also be attached

One copy of the following (as relevant):

- Current computer register (certificate(s) of title) for the subject site** (no more than 3 months old)
 - Including any relevant consent notice(s) registered on the computer register
- Any signed written approval forms**
 - with an initialled copy of the site plan and any other relevant plan

Please also enclose or provide:

- The necessary deposit**
 - specified in the Council's schedule of charges
 - processing of your application can not begin until the deposit is paid