



Application for

Certificate of Compliance

Section 139, Resource Management Act 1991

Application Type

A Certificate of Compliance gives official recognition that your activity complies with the Rules and Conditions in the District Plan and any Rules within a National Environmental Standard. A Certificate of Compliance is not mandatory. Please feel free to contact Council (details above) if you would like help with completing this form.

Section 1 - Lodgement of Consent Application and Fee (Deposit)

This application is for a Certificate of Compliance for the following activities:

Street Address of Site

Legal Description of Land

Valuation No

I/We hereby certify that, to the best of my/our knowledge and belief, the information given in this application is true and correct. I/We understand that Council may invoice me/us for the actual and reasonable costs incurred in the processing of this application.

Signature of Applicant

Date

Or person authorised to sign on behalf of applicant

Notes for Applicant

Incomplete Applications

Council may request further information under Section 139(4) of the RMA, to determine if the proposal complies with the District Plan and any applicable National Environmental Standard.

The information that is submitted with the application will become public information that is available to any person who requests to view or copy the information.

Section 2 - Applicant Details

Name

Contact Person

Mailing Address

Billing Address (if different from above Mailing Address)

Daytime Phone No

After Hours Phone No

Email

Consultant Details (if applicable)

Name

Contact Person

Mailing Address

Billing Address (if different from above Mailing Address)

Daytime Phone No

After Hours Phone No

Email

Invoices will be sent to the applicant unless otherwise advised

Section 3 - Information Required as Part of Application

The onus rests on the applicant to provide Council with full information to demonstrate a Certificate of Compliance can be issued. If any element of non-compliance is identified, then a Certificate of Compliance cannot be issued.

Information
Provided

A clear description of the proposal

(The level of detail required will depend upon the nature of the proposal and the particular Rules that must be complied with)

A description of the site where the proposal will be undertaken

A clear explanation of how the activity/proposal meets all relevant provisions of the District Plan and any relevant National Environmental Standards.

(You may choose to present this information as a table, listing each provision and showing the activity/proposal complies)

Copies of all necessary plans, details and calculations to enable the proposal to be checked for compliance with the District Plan/National Environmental Standard

Certificate of Title either:

Less than three months old, including title plan and any relevant encumbrances.

OR

To be ordered on your behalf. The cost of \$15 will be added to the Resource Consent Costs.

The required Deposit fee

(see Council's Fees and Charges Manual)