

## Fast Track Resource Consent – guide for applicants

(When lodging your application, please detach this page and keep it for your future reference)

### Have you provided the following?

|    |                                  |   |
|----|----------------------------------|---|
| 1. | <input type="checkbox"/>         | Your application, including Assessment of Environmental Effects fully completed<br>Refer to advice notes XX and XX if you need assistance   |
| 2. | Plans drawn to scale, including: |   |
|    | <input type="checkbox"/>         | * Site plan that identifies the property boundaries   |
|    | <input type="checkbox"/>         | * Any other buildings (highlighting the proposed building)  |
|    | <input type="checkbox"/>         | * Distances to boundaries (between all structures and boundaries)   |
|    | <input type="checkbox"/>         | * Vehicle entrance, driveway, turning circle and on-site manoeuvring  |
|    | <input type="checkbox"/>         | * Floor plan(s)   |
|    | <input type="checkbox"/>         | * Identification of topography  |
|    | <input type="checkbox"/>         | * Certificate of Title  |
| 3. | <input type="checkbox"/>         | Elevation drawings, or if the building is being re-sited, photos  |
| 4. | <input type="checkbox"/>         | The written approval of any affected person(s). <i>Refer to the completed Affected Person(s) Written Approval Form</i>  |
| 5. | <input type="checkbox"/>         | If Māori land – evidence of right to build, e.g. Licence to Occupy (given by the Trustees), Occupation Orders, Hapū Partition (issued by Māori Land Court)  |
| 6. | <input type="checkbox"/>         | Is your additional dwelling going to impact on a State Highway, e.g. the proposed access for your dwelling is directly off a State Highway? If so, then you will need to provide consent from NZTA with your application. If you have not received consent then you must provide evidence of your consultation with NZTA. |
| 7. | <input type="checkbox"/>         | Electronic address for service has been provided<br>Note: An electronic Address for service is a mandatory requirement for fast track consent applications  |
| 8. | <input type="checkbox"/>         | Application fee/deposit<br>Note: the initial lodgement deposit paid on application may not cover the total cost of processing this application. The Council charges for receiving, processing and granting of consents on an actual costs basis. You may receive a refund or an account for additional costs.             |

All of the above information must be supplied with your application. **Pursuant to Section 88(3) of the Resource Management Act 1991 your application may be rejected if the information and application is incomplete.** You have the ability, under Section 88(5), to object to the decision to reject your application, if applicable. Under the fast track process, notice of the decision must be given within 10 working days, after the date the application was first lodged with Council, unless further information is required or the applicant opts out of the fast track process at the time of lodgement.

Please also note that during the processing of the application, if the consent is required to be notified or requires a hearing the consent will stop being eligible to be a fast track approval. Where this happens, Council will advise the applicant/applicant's agent that this is the case and will continuing to process the application as a standard resource consent application.

Please do not hesitate to contact the Duty Planner on 07 306 0500 if you require any assistance. Our postal address is Whakatāne District Council, Private Bag 1002, Whakatāne 3158, email [planning@whakatane.govt.nz](mailto:planning@whakatane.govt.nz)





## Applicant details

### Applicant name

Electronic address for service

(Note and electronic address for service MUST be provided for a fast track application)

Phone number

Mobile number

## Agent or nominated contact if different from applicant

### Agent or nominated contact name(s)

Electronic address for service

(Note and electronic address for service MUST be provided for a fast track application)

Phone number

Mobile number

*Include area code*

Postal address

## Owner/occupier of the land to which the resource consent will apply if different from applicant

### Owner/occupier name(s)

Electronic address for service

Phone number

Mobile number

*Include area code*

Postal address

## Addresses for correspondence and payment/invoices

### All correspondence (excluding invoices) sent to

Applicant

Agent/nominated contact

Owner/occupier

### Person paying for this consent/invoices will be sent to

Applicant

Agent/nominated contact

Owner/occupier

## Opt out/Does not Opt out

Under the fast track consent process, notice of the decision must be given within 10 working days, after the date the application was first lodged with Council, unless further information is required or the applicant opts out of this process at the time of lodgement

*Please select one of the following*

The Applicant **opts out** of the fast track process

The Applicant **does not opt out** of the fast track process

Please note that during the processing of the application, if the consent is required to be notified or requires a hearing the consent will stop being eligible to be a fast track approval. Where this happens, Council will advise the applicant/applicant's agent that this is the case and will continuing to process the application as a standard resource consent application.

## Deposit fee

The required deposit fee must be paid before any processing of the application will start.

I enclose a deposit fee of \$

*Note: The initial lodgement deposit paid on application may not cover the total cost of processing this application. The Council charges for receiving, processing and granting of consents on an actual costs basis. You may receive a refund or an account for additional costs.*

Payments can be made into bank account: 01 0430 0334411 00. Particulars: RC. Code: Property address. Reference: Your surname.

I/We understand that Council may invoice me for the actual and reasonable costs incurred in the processing of this application.

Subject to my/our rights under Sections 357B and 358 of the RMA to object to any costs, I/we undertake to pay all and future processing costs incurred by the Council.

Without limiting the Council's legal rights, if any steps, including the use of debt collectors, are necessary to recover unpaid processing costs, I/we agree to pay all costs of recovering those processing costs.

If this application is made on behalf of a trust (private or family), a society (incorporated or unincorporated) or a company, in signing this application I/we are binding the trust, society or company to pay all of the above costs and guaranteeing to pay all the above costs in my/our personal capacity.

## Signature

Applicant's full name *(please print)*

|  |      |
|--|------|
| Signature of applicant (or person authorised to sign on behalf of Applicant) | Date |
|--|------|

## Office use only

|                      |             |                 |
|----------------------|-------------|-----------------|
| Date & time received | Receipt No. | Application No. |
|----------------------|-------------|-----------------|

### Criteria for Acceptance

|   | Yes | No |
|---|-----|----|
| Meets eligibility criteria for fast track consent process |     |    |
| Application details completed in full                     |     |    |
| Legal description   |     |    |
| Electronic address for service                            |     |    |
| Assessment of environmental effects                       |     |    |
| Check all questions answered and application fee provided |     |    |

### Planners Assessment

|                                | Yes | No |
|--------------------------------|-----|----|
| Is the application complete?   |     |    |
| If incomplete the reasons are: |     |    |