

# WRITTEN APPROVAL OF AFFECTED PERSONS

**TO BE COMPLETED BY THE APPLICANT:**

(Applicants need to discuss the application and show plans and a copy of the Assessment of Environmental Effects\* (AEE) to all affected persons. You must ensure that all parts of this form are completed correctly and a copy of the plans, and the AEE\*, are signed and dated by all affected persons. Affected persons are deemed to be both owners and occupiers of a property.

Applicants Name: \_\_\_\_\_

Contact Phone No (daytime): \_\_\_\_\_

Mailing address for Applicant: \_\_\_\_\_

Address of Project Site: \_\_\_\_\_

Legal Description of Project Site: \_\_\_\_\_

Written approval is required for?: (Please advise what Waipa District Plan rule is breached if known).

\_\_\_\_\_

Signature of Applicant or Agent: \_\_\_\_\_ Date: \_\_\_\_\_

**TO BE COMPLETED BY AFFECTED PERSON(S):**

(All owners and occupiers are required to complete this form. Please complete the section which is relevant to you).

Name(s): \_\_\_\_\_

I/we  own & occupy  own  occupy the following property:

Address: \_\_\_\_\_

Mailing Address (if different from above): \_\_\_\_\_

Contact Phone No (daytime): \_\_\_\_\_

**Both the following boxes are required to be ticked:**

I/we have read the information on Page 2 of this form about giving written approval to a resource consent application.

I/we have reviewed the plans and assessment of environmental effects\* (AEE) which give details of the proposal.

**Please tick either of the following columns:**

**YES**

I/we give my/our written approval to the proposal/parts of the proposal that require my/our approval.

I/we have signed and dated each page of the plans.

I/we have signed and dated each page of the AEE\*.

**NO**

I/we do not give my/our written approval to the proposal/parts of the proposal that require my/our approval for the following reasons:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**\* Please note that in the case of side yard infringements for accessory buildings in the Residential Zone, an AEE is not required if all other aspects of the proposal comply with the District Plan provisions. Thus, sections of the form marked '\*' will not apply.**

Signature(s): \_\_\_\_\_

Date: \_\_\_\_\_

## **GIVING WRITTEN APPROVAL AS AN AFFECTED PERSON**

- ❑ The applicant named on this form is seeking approval from Council for a **planning (resource) consent and/or building consent**.
- ❑ Under the Resource Management Act 1991, **in certain circumstances** resource consent applicants must obtain written approval from every **person potentially affected** by the granting of the consent. If such approvals are obtained, Council may decide that the application need **not** be notified and submissions will not be asked for from the public.
- ❑ Before asking for your approval, the applicant should fully explain the proposal to you. You should see a detailed description of the proposal including plans, and a list or explanation of possible effects on the natural and built environment as well as on people. This is called an **assessment of environmental effects (AEE)**. The applicant should explore with you ways of dealing with any likely or significant adverse (bad) effects of the proposal on you, for example, amending the proposal to avoid, remedy or mitigate (reduce) adverse effects on you.

### **GIVING WRITTEN APPROVAL**

- ❑ If you decide to give written approval to the applicant for their resource consent application, Council, under the provisions of Section 104(3)(b) of the Resource Management Act 1991, **will not have regard** to any effect on you.
- ❑ You **cannot** include any requirements / conditions with your written approval.

### **REFUSING TO GIVE WRITTEN APPROVAL**

- ❑ Where an applicant cannot obtain the written approval of every person whom Council considers may be adversely affected by the proposed activity, Council will serve notice on all persons who in the opinion of Council may be adversely affected by the proposal pursuant to Section 94(1) of the Resource Management Act 1991. Unless the effects of the proposed activity on the environment will be more than minor or there are special circumstances which exist the application will not be publicly notified (advertised). However, you will personally receive a copy of the application from Council and you will have 20 working days from the date of notice being served on you to lodge a submission to the application. If submissions in opposition are received, Council will hold a public hearing and make a decision to either grant or decline the application.
- ❑ Please note that by law Council **must approve applications for Controlled Activities** even if you refuse written approval, but Council can put conditions on the approval to address likely adverse effects on you.

### **WITHDRAWING WRITTEN APPROVAL**

- ❑ You have the right to withdraw any written approval you have given on this form, **provided** Council receives notice in writing that your approval is withdrawn before the date of the hearing (if a hearing is held) or otherwise **before** the date of determination of the application.

### **FURTHER QUERIES / CONTACT DETAILS**

- ❑ If you have any queries about the resource consent application or this form please contact the Planning Department at your nearest Waipa District Council Office before signing the form. Completed forms can be sent directly to Waipa District Council as per the details below.

**WAIPA DISTRICT COUNCIL, PRIVATE BAG 2402, TE AWAMUTU**

- Ph: (07) 872 0030
- Fax: (07) 872 0033

- Ph: (07) 823 3800
- Fax: (07) 823 3820