



Westport Office
PO Box 21
WESTPORT 7866
Phone (03) 788 9111
Fax (03) 788 8041

Reefton Office
PO Box 75
REEFTON 7851
Phone (03) 732 8821
Fax (03) 732 8822

RESOURCE CONSENT APPLICATION FOR ENCROACHMENT OF BOUNDARY DISTANCE/RECESSION PLANE

Applicant Details

1. Applicant(s) name(s): *(please write all names in full)*

2. Postal Address: _____

Telephone: Business: _____ Facsimile: _____

Private: _____ Email: _____

3. Applicant is the owner/occupier *(please tick the appropriate box)*
 prospective owner

Property owner's name: *(if different from above)*

Telephone: Business: _____ Facsimile: _____

Private: _____ Email: _____

4. Correspondence to be sent to the following name and address: *(if different from applicant)*

Telephone: Business: _____ Facsimile: _____

Private: _____ Email: _____

Property Details

5. Description of location of activity and/or property address: _____
(include the name of any relevant stream, river or other water body to which the application may relate,

proximity to any well known landmark, etc.)

Map Reference: _____

6. Legal description: _____

7. Certificate of Title Reference: _____

8. Valuation Roll Number: _____
(from rates or valuation notice)

9. Zone: _____

10. Size of Property: _____

Details of Proposal

11. This is a land use consent for: (please tick the appropriate box)

- a minor boundary encroachment
- exceeding the recession plane

12. Do you require any other resource consents (eg: discharge consent, subdivision consent)?
If so, list consents below, and date applied for.

13. A general description of what is proposed:

14. The following is a full description of the proposed use of every building:

15. Are any alterations to buildings proposed? Yes No

If yes, what is the nature of the proposed alterations

16. Are any new accessways proposed for the site? Yes No

Assessment of Effects on the Environment

17. Will the structure affect views of any significant landscapes or natural features?
 Yes No

18. Will the structure be visible from any residences or community facilities?
 Yes No

If yes, show the location and distance of the house(s)/facilities from the development on your site diagram.

19. Will the new development affect any historic sites or sites with important cultural values?
 Yes No

If yes, how will these sites be affected?

20. Does the development involve any native vegetation clearance? Yes No
If yes, how much vegetation will be cleared?

21. Do you wish to be contacted prior to a member of the Planning Department undertaking a site visit? Yes No

Dated at _____ this _____ day of _____ 200__

Signed: _____
(to be signed by or on behalf of applicant)

REMEMBER

You must include a clear site diagram, to scale, showing:

- ❖ *The location of every existing and proposed building on site in relation to the legal and actual site boundary.*
- ❖ *Any existing septic tanks, soakage disposal fields and field tile drains.*
- ❖ *What roads the property fronts on to and any existing or new accesses.*
- ❖ *Length of walls and building height.*
- ❖ *Also include a copy of the Certificate of Title*
- ❖ *A deposit of \$350.00*

*** Please note that this is a deposit only and Council operates on a full cost recovery system. Therefore if the cost of processing the consent is more than the deposit, you will be charged the additional amount. Upon payment of any additional amount, you will receive the consent.**

You must also include an affected person's consent form completed by neighbours on any boundaries where the distance will be reduced, or by neighbours who may be affected by an increase to the recession plane angle.