

Pre-Application Meeting Request

For Resource Consent Applications

Please return form via email to: ConsentAdvisor@hbrc.govt.nz

First Name/s (in full):
Surname:
OR Registered Company OR other Registered Entity e.g. Trust, Society, Partnership etc: Check for registered entity - (http://www.companies.govt.nz)
Applicant's Full Postal Address:
Applicant's Contact Details:
Preferred Phone Number(s):
Preferred Mobile Number(s):
Email Address:
Consultant/Agents Details:
Consultant Name:
Consultancy Name:
Postal Address:
Email Address:
Preferred Phone Number(s):
Preferred Mobile Number(s):

Location of proposed site: contains street/road name/legal description
City/District Council:
Type of Consent(s) and the nature of the enquiry: <i>Please advise what kind of application is intending to be lodged the description of the proposal as a whole is more important.</i>
Is it a change of conditions to an existing consent? If so what is the consent number? <i>N.B. If the existing consent has a different consent holder a request for a full transfer will need to be submitted.</i>
Our staff can provide an hour of free advice, after which there is an hourly charge + GST. <i>*I accept any additional charges incurred that exceed one hour free chargeable time.</i>
Yes

Notes:

- i. Any views expressed by the Regional Council staff in or following a pre-application meeting are the preliminary views of those staff, made on a 'without prejudice' basis and in good faith based on the information supplied and their own knowledge of the relevant rules and provisions.
- ii. There will be costs associated with pre-applications meetings where these are likely to involve multiple the Regional Council staff members and more than one hour of combined staff time. You will be charged for the time spent by the Regional Council staff on these pre-application matters. By signing and returning this form you agree to payment of any such charges. Charging will be based on the rates set by the current Annual Plan.
- iii. It is the applicant's responsibility to take their own professional planning and/or legal advice, and to rely solely on that advice in making any application for consents, permits or licenses
- iv. If an email address is provided all correspondence and documents will be circulated electronically.
- v. All information collected and held by the Hawke's Bay Regional Council is public information under section 2 of the Local Government Official Information and Meetings Act 1987 (LGOIMA), as such any and all information may be requested by a third party. Access to information held by Council is administered in accordance with LGOIMA and the Privacy Act 1993. If you have any concerns over the disclosure of any aspect of your proposal or personal/property details, either in person or electronically, you must raise your concern in writing to the Council and detail what "good reason" you believe there is for withholding information pursuant to section 7 of LGOIMA. Council will assess your request and advise you of the decision made. Please note that no person has the right of veto over any information held by Council. Council intends for all information it holds, submitted without a request for nondisclosure (as above), to be public, and accessible to any persons who requests it pursuant to LGOIMA. If you require more information on the situations that information may be provided, please contact the Councils Consents Advisor.

To be completed by the person requesting pre-application advice.

I/we have read the disclaimers and information provided above. All information provided is true and correct to the best of my knowledge. If I am acting as an agent, I have the authority to act for the and represent the person/body as stated.

Signature of applicant or authorised agent: _____

Name: _____ Date: _____

Please print full name of person who signed above.

Purchase Order (If required) for Invoice (if applicable): _____