

7 INFORMATION REQUIREMENTS FOR CONSENT APPLICATIONS

7.1 Background

- 7.1.1 When applying for a resource consent, adequate information must be provided by the applicant so that informed resource management decisions can be made. The HBRC recognises that the type and level of information required depends upon the location, scale and nature of the proposed activity. In addition, the HBRC has consent application forms, and guidelines for consent applicants (and submitters). **The HBRC therefore recommends that resource consent applicants discuss information requirements with Council staff, prior to lodging a consent application.**
- 7.1.2 All resource consent applications must be prepared and lodged in accordance with the procedures and requirements of section 88 of the RMA and the Fourth Schedule to the Act. Relevant components of section 88 and the Fourth Schedule are as follows:

SECTION 88 – MAKING AN APPLICATION

- (4) Subject to subsection (5), an application for a resource consent shall be in the prescribed form and shall include—
- A description of the activity for which consent is sought, and its location; and
 - An assessment of any actual or potential effects that the activity may have on the environment, and the ways in which any adverse effects may be mitigated; and
 - Any information required to be included in the application by a plan or regulations; and
 - A statement specifying all other resource consents that the applicant may require from any consent authority in respect of the activity to which the application relates, and whether or not the applicant has applied for such consents.
- (5) The assessment required under subsection (4)(b) in an application for a resource consent relating to a controlled activity, or a discretionary activity over which the local authority has restricted the exercise of its discretion, shall only address those matters specified in a plan or proposed plan over which the local authority has retained control, or to which the local authority has restricted the right to exercise its discretion, as the case may be.
- (6) Any assessment required under subsection (4)(b) or subsection (5)—
- Shall be in such detail as corresponds with the scale and significance of the actual or potential effects that the activity may have on the environment; and
 - Shall be prepared in accordance with the Fourth Schedule.

FOURTH SCHEDULE – ASSESSMENT OF EFFECTS ON THE ENVIRONMENT

1. Matters that should be included in an assessment of effects on the environment

Subject to the provisions of any policy statement or plan, an assessment of effects on the environment for the purposes of section 88(6)(b) should include—

- A description of the proposal.
- Where it is likely that an activity will result in any significant adverse effect on the environment, a description of any possible alternative locations or methods for undertaking the activity.
- Repealed in 1993.*
- An assessment of the actual or potential effect on the environment of the proposed activity.
- Where the activity includes the use of hazardous substances and installations, an assessment of any risks to the environment which are likely to arise from such use.
- Where the activity includes the discharge of any contaminant, a description of—
 - The nature of the discharge and the sensitivity of the proposed receiving environment to adverse effects, and
 - Any possible alternative methods of discharge, including discharge into any other receiving environment.
- A description of the mitigation measures (safeguards and contingency plans where relevant) to be undertaken to help prevent or reduce the actual or potential effect.
- An identification of those persons interested in or affected by the proposal, the consultation undertaken, and any response to the views of those consulted.
- Where the scale or significance of the activity's effect are such that monitoring is required, a description of how, once the proposal is approved, effects will be monitored and by whom.

2. Matters that should be considered when preparing an assessment of effects on the environment

Subject to the provisions of any policy statement or plan, any person preparing an assessment of the effects on the environment should consider the following matters:

- Any effect on those in the neighbourhood and, where relevant, the wider community including any socio-economic and cultural effects.
- Any physical effect on the locality, including any landscape and visual effects.
- Any effect on ecosystems, including effects on plants or animals and any physical disturbance of habitats in the vicinity.

- (d) Any effect on natural and physical resources having aesthetic, recreational, scientific, historical, spiritual, or cultural, or other special value for present or future generations.
- (e) Any discharge of contaminants into the environment, including any unreasonable emission of noise and options for the treatment and disposal of contaminants.
- (f) Any risk to the neighbourhood, the wider community, or the environment through natural hazards or the use of hazardous substances or hazardous installations.

7.1.3 Without limiting section 88 of the RMA, or the Fourth Schedule to the Act, the sections below set out the information to be submitted with an application for a consent, in relation to the range of activities subject to this Plan. Note that, for **controlled activities** and **restricted discretionary activities**, the assessment of environmental effects need only address those matters specified in this Plan over which the HBRC has retained control, or restricted its discretion, as the case may be.

7.2 General Information

7.2.1 Any resource consent application must, as a minimum, include the following information:

- (a) The name of the applicant, and of the land owner or occupier if different from the applicant.
- (b) The address of the applicant, and of the land owner or occupier if different from the applicant.
- (c) The location of the proposed activity, possibly including plans and maps.
- (d) A description of the activity for which consent is sought.
- (e) A statement specifying all other resource consents that the applicant may require from any consent authority in respect of the activity to which the application relates, and whether or not the applicant has applied for such consents.
- (f) An assessment of any actual or potential effects (including cumulative effects) on the environment (Note that in order to assess impacts on human health from resource consents reference may be made to "A Guide to Health Impact Assessment Guidelines for Public Health Services and Resource Management Agencies and Consents Applicants", Public Health Commission, 1995).
- (g) For activities likely to result in any significant adverse effect on the environment, a description of any possible alternative locations or methods for undertaking the activity.
- (h) A description of any proposed mitigation measures (safeguards and contingency plans where relevant) to help prevent or reduce adverse effects.
- (i) The extent to which relevant Codes of Practice or other guidelines will be complied with.
- (j) An identification of individuals and organisations interested in or affected by the proposal, including local hapu and the New Zealand Historic Places Trust, the consultation undertaken with those persons, and any response to the views expressed by them.
- (k) Where monitoring is required, a description of how, once the proposal is approved, effects will be monitored and by whom.

7.2.2 In addition to these general information requirements, the following sections provide guidance as to the type of information required for specific types of consent applications.

7.3 Land Use Activities

7.3.1 BORE DRILLING

Refer to Rule 2

- (a) Name and address of bore driller.
- (b) A site plan indicating:
 - (i) property boundaries
 - (ii) geographical location of property
 - (iii) location of proposed bore
 - (iv) location of any existing bores on property
 - (v) location of nearby bores.
- (c) Proposed works including the following information as far as it is known:
 - (i) bore hole diameter (mm)
 - (ii) bore casing diameter (mm)
 - (iii) bore depth (m)
 - (iv) casing depth (m)
 - (v) casing materials
 - (vi) screen materials
 - (vii) proposed screen depth.
- (d) Proposed use of bore.

7.3.2 LEAKING BORES

Refer to Rule 3

- (a) A site plan indicating:
 - (i) property boundaries
 - (ii) geographical location of property
 - (iii) location of leaking bore
 - (iv) location of other existing bores on property.
- (b) Rate of leakage.
- (c) The following information as far as it is known:
 - (i) bore hole diameter (mm)
 - (ii) bore casing diameter (mm)
 - (iii) bore depth (m)
 - (iv) casing depth (m)
 - (v) casing materials
 - (vi) screen materials
 - (vii) aquifer.
- (d) Use of bore (if bore is used).
- (e) Reason(s) why bore is leaking.
- (f) Name of sealing contractor.

7.3.3 FEEDLOTS AND FEEDPADS

Refer to Rule 6

- (a) Area of feedlot or feedpad.
- (b) Location of feedlot or feedpad in relation to surface and ground water bodies.
- (c) Description of feedlot or feedpad, including:
 - (i) construction
 - (ii) sealing
 - (iii) soil type
 - (iv) any bunding
 - (v) any contaminant management

- (vi) any maintenance.
- (d) Stock feeding regime, including:
 - (i) number and type of stock
 - (ii) feeding system
 - (iii) timing
 - (iv) duration
 - (v) frequency.

7.3.4 VEGETATION CLEARANCE

Refer to Rule 8

- (a) A site plan indicating:
 - (i) property boundaries
 - (ii) present land use
 - (iii) vegetation types and extents
 - (iv) soil type/land use capability unit
 - (v) nature, size and location of any water bodies (including those within 100 m of boundary)
 - (vi) contour of the land
 - (vii) existing soil erosion
 - (viii) rainfall distribution.
- (b) Nature and extent of the type of works proposed, including:
 - (i) when the proposed works will occur
 - (ii) where the proposed works will occur
 - (iii) duration of proposed works
 - (iv) scale of works over proposed time frame
 - (v) effects on vegetation.
- (c) Measures to address adverse effects on:
 - (i) water quality
 - (ii) natural vegetation cover
 - (iii) land stability.
- (d) Any proposed mitigation of detrimental effects.
- (e) The anticipated discharge of sediment into waterways as a result of soil erosion and land instability caused by the proposed works.
- (f) Proposed site erosion and sediment control management plan shall include:
 - (i) methods to control soil erosion and sedimentation of waterways
 - (ii) revegetation programme
 - (iii) monitoring and reporting programme.

7.4 Discharges Into Air

7.4.1 GENERAL DISCHARGES INTO AIR

Refer to Rules 14, 15, 18, 24, 26, 27, 28, 30, 52

- (a) Process (es) from which the discharge occurs.
- (b) Nature of discharge, including details of contaminants (including hazardous contaminants).
- (c) Any treatment prior to discharge.
- (d) Discharge method.
- (e) Discharge frequency.
- (f) Neighbouring land uses and features and zoning of land.
- (g) Actual or potential detrimental effects on the environment.
- (h) Likelihood of odour emissions, and their effects beyond the boundary of the site.
- (i) Likelihood of particulate discharges, and their effects beyond the boundary of the site.
- (j) Likely fate of discharged contaminants.
- (k) Extent to which the Environmental Guidelines for Air (outlined in section 5.3 of this Plan) will be complied with.
- (l) Any proposed reduction of discharge at source.
- (m) Any influence of meteorology and topography on the discharge.
- (n) Any proposed mitigation of detrimental effects.
- (o) Alternative methods of discharge and treatment considered.
- (p) Any proposed management plans or contingency plans.
- (q) For discharges with potentially significant adverse effects arising from odour or particulate matter, any modelling of the effects of the activity.

7.4.2 DISCHARGES OF AGRICHEMICALS

Refer to Rules 30, 52

- (a) Proximity of occupied dwelling houses, public land and other areas where people reside or congregate, in relation to the proposed activity.
- (b) Neighbouring land uses and features.
- (c) Effect of prevailing weather conditions, including wind speed and direction.
- (d) Type of agrichemical and carrying agent to be discharged.
- (e) Proposed method of application, including the type of spray equipment to be used, the spray volume and droplet size, the direction of the spraying and the height of release above the ground.
- (f) The name(s) of the operator(s) and the nature of any training undertaken by the operator in respect of the use of agrichemicals.
- (g) Extent to which the applicator can avoid spray drift.
- (h) Extent to which the agrichemical may cause chronic or acute human health effects, odour, nuisance, or adverse effects on amenity values.
- (i) Extent to which the agrichemical may cause adverse effects on non-target flora, fauna, or ecosystems (particularly aquatic ecosystems).
- (j) Records to be kept and notification of potentially affected parties to be undertaken.

7.5 Discharges Into Water

Refer to Rules 33, 36, 38, 39, 40, 41, 44-46, 51, 52

- (a) Nature of discharge, including details of contaminants.
- (b) Method of discharge.
- (c) Maximum volume of discharge.
- (d) Maximum rate of discharge.
- (e) Frequency of discharge.
- (f) Description of waste collection, treatment and discharge system.
- (g) Any proposed maintenance of waste collection, treatment and discharge system.
- (h) Likely fate of contaminants discharged.
- (i) Estimated zone of reasonable mixing.
- (j) Description of receiving environment, including:
 - (i) any aquatic life
 - (ii) any areas used for food gathering
 - (iii) any wetlands
 - (iv) any recreational activities
 - (v) any other discharges in the vicinity of the discharge
 - (vi) any areas of particular cultural, spiritual, aesthetic, scientific or amenity value in the vicinity of the discharge.
- (k) Description of possible detrimental effects on the environment, paying particular attention to the matters listed in (j).
- (l) Extent to which the Environmental Guidelines for Surface Water Quality (outlined in section 5.4 of this Plan) will be complied with.
- (m) Fate of any sludge or solid waste that may be generated.
- (n) For discharges of stormwater, effect on the environment in the event that the capacity of the discharge pipe (or other discharge mechanism) is exceeded.
- (o) Any proposed mitigation of detrimental effects.
- (p) Alternative methods of discharge and treatment considered.
- (q) Any proposed management plans or contingency plans.

7.6 Discharges Onto or Into Land

Refer to Rules 33, 36, 38, 39, 40, 41, 43, 51, 52

- (a) Nature of discharge, including details of contaminants.
- (b) Method of discharge.
- (c) Area of discharge.
- (d) Maximum volume of discharge.
- (e) Maximum rate of discharge.
- (f) Frequency of discharge.
- (g) Description of waste collection, treatment and discharge system.
- (h) Any proposed maintenance of waste collection, treatment and discharge system.
- (i) Likely fate of contaminants discharged.
- (j) Description of receiving environment, including:
 - (i) soil type
 - (ii) vegetative cover of land
 - (iii) contour/slope of discharge area
 - (iv) groundwater conditions
 - (v) proximity of surface water bodies and groundwater bores.
- (k) Description of possible detrimental effects on the environment, paying particular attention to the matters listed in (j).
- (l) Likelihood of odour emissions, and their effects beyond the boundary of the site.

- (m) Extent to which the Environmental Guidelines for Land, Surface Water Quality, and Ground Water Quality (outlined in sections 5.2, 5.4, and 5.6 of this Plan) will be complied with.
- (n) Fate of any sludge or solid waste that may be generated.
- (o) For discharges of stormwater, effect on the environment in the event that the capacity of the discharge pipe (or other discharge mechanism) is exceeded.
- (p) Any proposed mitigation of detrimental effects.
- (q) Alternative methods of discharge and treatment considered.
- (r) Any proposed management plans or contingency plans.

7.7 Water Takes, Uses, Damming & Diversions

7.7.1 TAKE AND USE OF GROUNDWATER

Refer to Rule 55

- (a) Location of the take.
- (b) Purpose for which water is to be taken.
- (c) Where water is to be taken for crop irrigation, a description of:
 - (i) type of crop to be irrigated
 - (ii) area of crop to be irrigated
 - (iii) method of irrigation, including scheduling.
- (d) Maximum volume of water to be taken.
- (e) Rate at which water is to be taken.
- (f) Description of bore(s) from which water is to be taken.
- (g) Results of any pump tests carried out.
- (h) Description of any water conservation measures.
- (i) The identity and location of neighbouring abstractors likely to be affected.
- (j) Description of likely detrimental effects of the activity, particularly on nearby bores, springs and surface water bodies, and any action proposed to reduce such effects.
- (k) The details of any bore including diameter, depth, screen location, static water level and bore log.

7.7.2 TAKE AND USE OF SURFACE WATER

Refer to Rule 55

- (a) Purpose for which water is to be taken.
- (b) Where water is to be taken for crop irrigation, a description of:
 - (i) type of crop to be irrigated
 - (ii) area of crop to be irrigated
 - (iii) method of irrigation, including scheduling.
- (c) Maximum volume of water to be taken.
- (d) Rate at which water is to be taken.
- (e) Source of water, and description of water resource.
- (f) Intake screening and associated structure.
- (g) Description of any water conservation measures.
- (h) The identity and location of other abstractors within the vicinity.
- (i) Description of likely detrimental effects of the activity, particularly on the natural character of the surface water body, the quantity or flow of water in the water body, downstream users, aquatic ecosystems, and ground water bodies, together with any action proposed to reduce such effects.

7.7.3 DAMMING OF WATER

Refer to Rules 68, 69

- (a) Purpose for which water is to be dammed.
- (b) Full description of dam specifications, including existing works or works to be constructed, and the location of the works.
- (c) Whether a qualified/experienced consultant is to be involved in the design and/or construction of the proposed works.
- (d) Expected date of completion of any works to be constructed
- (e) Source of water.
- (f) Whether or not dam will be across a permanently flowing stream.
- (g) Description of the environment being dammed.
- (h) Sketch plan/design of dam.
- (i) Any other options considered.
- (j) Description of likely detrimental effects of activity on the environment, including:
 - (i) downstream flows
 - (ii) fish passage
 - (iii) flooding
 - (iv) erosion or scour
 - (v) potential damage in the event of dam failure
 - (vi) effects on other uses of the water body
 - (vii) effects on the natural character of the surface water body.

7.7.4 DIVERSION OF WATER

Refer to Rule 59

- (a) Purpose for which water is to be diverted.
- (b) Description of source and fate of diverted water, and quantity of water diverted.
- (c) Full description of specifications, including existing works or works to be constructed, and location of those works.
- (d) Whether a qualified/experienced consultant is to be involved in the design and/or construction of the proposed works.
- (e) Expected date of completion of any works to be constructed.
- (f) Source of water.
- (g) Description of the topography, soil type, and vegetation.
- (h) Details of the diversion.
- (i) Any other options considered.
- (j) Description of likely detrimental effects of activity on the environment, including:
 - (i) downstream flows
 - (ii) fish passage
 - (iii) flooding
 - (iv) erosion or scour
 - (v) effects on other uses of the water body
 - (vi) effects on the natural character of the surface water body.

7.8 River and Lake Bed Activities

7.8.1 RIVER AND LAKE BED STRUCTURES

Refer to Rules 69 & 71

- (a) Description and plan of the structure's dimensions.
- (b) Where a structure is to be altered or reconstructed, a description of any change in the size of the structure.
- (c) Expected construction period.
- (d) Description of the proposed method of construction including:
 - (i) materials to be used to erect, place, extend, alter or reconstruct the structure
 - (ii) equipment to be used
 - (iii) construction plan.
- (e) Description of the design specifications, and the hydraulic performance of the structure in the event of design capacity exceedence during floods (if applicable).
- (f) Description of the site, nature of the river or lake bed and banks, and vegetation.
- (g) Description of whether the activity will be in an area covered by water at the time the activity takes place.
- (h) Description of the anticipated lifetime of the structure, the proposed maintenance schedule, and provision for its removal (if applicable).
- (i) Description of likely detrimental effects of the activity, including effects on:
 - (i) the stability of the river bed, banks, and flood protection works
 - (ii) the flow of water
 - (iii) ground water recharge areas
 - (iv) existing structures
 - (v) neighbouring properties
 - (vi) fish passage, habitat, and spawning areas
 - (vii) habitat of other fauna, particularly native species
 - (viii) amenity values, including cultural and recreational attributes
 - (ix) the natural character of any water body
 - (x) sediment concentrations in any water body.
- (j) Likelihood of dust generation, and any dust suppression measures proposed.
- (k) Assessment of the effect on any natural hazard, including the extent to which it is likely to create or exacerbate a natural hazard.

7.8.2 RIVER AND LAKE BED DISTURBANCES, INCLUDING DEPOSITION OF MATERIAL, RECLAMATION AND DRAINAGE, EXCLUDING GRAVEL EXTRACTION

Refer to Rules 69 & 71

- (a) Description of the nature, scale, timing and frequency of the proposed bed disturbance.
- (b) Description of the proposed method, including the equipment to be used and any dewatering.
- (c) Description of the site, nature of the river or lake bed and banks, and vegetation.
- (d) Description of whether the activity will be in an area covered by water at the time the activity takes place.
- (e) Description of likely detrimental effects of the activity, including effects on:
 - (i) the stability of the river bed, banks, and flood protection works
 - (ii) the flow of water
 - (iii) ground water recharge areas
 - (iv) existing structures
 - (v) neighbouring properties
 - (vi) fish passage, habitat, and spawning areas
 - (vii) habitat of other fauna, particularly native species
 - (viii) amenity values, including cultural and recreational attributes
 - (ix) the natural character of any water body
 - (x) sediment concentrations in any water body.
- (f) Likelihood of dust generation, and any dust suppression measures proposed.
- (g) Assessment of the effect on any natural hazard, including the extent to which it is likely to create or exacerbate a natural hazard.

- (h) In the case of bed excavation or disturbance, a description of the depth and area of excavation, the volume of material to be removed or disturbed, and the fate of any material removed.
- (i) In the case of a reclamation or deposition of a substance onto or into the bed of a river or lake, a description of the source and composition of the material to be deposited, the volume of material to be deposited, and the existing and resultant contours of the affected area.

7.8.3 RIVER BED GRAVEL EXTRACTION

Refer to Rule 74

- (a) Location of extraction site(s).
- (b) Location of stockpile area(s).
- (c) Volume of gravel to be extracted.
- (d) Intended rate of removal of the gravel.
- (e) Proposed period(s) and frequency of extraction.
- (f) Proposed end use of the gravel.
- (g) Method(s) of extraction.
- (h) Description of whether the activity will be in an area covered by water at the time the activity takes place.
- (i) Description of likely detrimental effects of the activity, including effects on:
 - (i) the stability of the river bed, banks, and flood protection works
 - (ii) neighbouring properties
 - (iii) fish passage, habitat, and spawning areas
 - (iv) habitat of other fauna, particularly native species
 - (v) sediment concentrations in any water body.
- (j) Likelihood of dust generation, and any dust suppression measures proposed.
- (k) Assessment of the effect on any natural hazard, including the extent to which it is likely to create or exacerbate a natural hazard.

7.8.4 INTRODUCTION AND PLANTING OF PLANTS

Refer to Rule 69

- (a) Identification of the plants proposed to be introduced and the methods to be used to introduce the plant.
- (b) Purpose for introducing the plants.
- (c) Description of whether the plants are already in the area of the proposed introduction.
- (d) Assessment of the environmental effects of the activity including:
 - (i) the stability of the river bed, banks, and flood protection works
 - (ii) the flow of water
 - (iii) ground water recharge areas
 - (iv) existing structures
 - (v) neighbouring properties
 - (vi) fish passage, habitat, and spawning areas
 - (vii) habitat of other fauna, particularly native species
 - (viii) amenity values, including cultural and recreational attributes
 - (ix) the natural character of any water body
 - (x) sediment concentrations in any water body.
- (e) Assessment of the effect on any natural hazard, including the extent to which it is likely to create or exacerbate a natural hazard.