APPLICATION FORM FOR A DEEMED PERMITTED MARGINAL OR TEMPORARY ACTIVITY

PLEASE FILL IN ALL THE FIELDS

Application details

I/We

(must be the FULL name(s) of an individual or an entity registered with the New Zealand Companies Office. Family Trust names and unofficial trading names are not acceptable: in those situations, use the trustee(s) and director(s) names instead) hereby apply for:

◯ Deemed Permitted Marginal or Temporary Activity

Have you applied for a Building Consent? ◯ Yes, Building Consent Number ABA ◯ No

Site location/description

I am/We are the: (◯ owner, ◯ occupier, ◯ lessee, ◯ prospective purchaser etc) of the site (tick one)

Street address of site:

Legal description:

Certificate of Title:

Contact details

Name: (◯ applicant ◯ agent (tick one))

Address:

Postcode:

Phone (daytime):

Email:

Chosen contact method (this will be the first point of contact for all communications for this application)

I wish the following to be used as the address for service (tick one): ◯ Email ◯ Post ◯ Other:

Planning Application Fees Payment Details (Who are we invoicing)

THIS FORM MUST BE COMPLETED FOR ALL PLANNING APPLICATIONS THAT ATTRACT A FEE. ALL FIELDS ARE MANDATORY.

This information is required to assist us to process resource consent invoices and refunds at lodgement and the end of the process. If you have any queries about completing this form, please email *planning@dcc.govt.nz*

Deposit Payment Payee Details:

Full Name of Deposit Payee (Person or Company):

Mailing Address of Deposit Payee (please provide PO Box number where available):

Email Address of Deposit Payee:

Daytime contact phone number:

Important Note: The Payee will automatically be invoiced for the deposit and/or any additional costs. Should a portion of the deposit be unspent, it will be refunded to the payee.

Owners and occupiers of the site

Full name and address of each owner and occupier of the application site:

Name:

Address:

Name:

Address:

Site plan

- I have provided plan(s) to scale showing the site at which the activity is to occur, showing the height, shape, and location on the site of the proposed activity.

Activity description

Description of the proposed activity:

Rule breach assessment

List the rules being breached and describe how the rules breaches will be marginal or temporary:

Permitted activity and affected persons assessment

The permitted activity and affected persons assessment does need to assess any of the out-of-scope effects set out in section 104(1A) of the Resource Management Act 1991.

Compare the proposed activity to a permitted activity, and discuss whether the adverse effects are no different in character, intensity and scale:

Identify whether any person will be adversely affected by the activity, and discuss whether these adverse effects are less than minor:

Declaration

I certify that, to the best of my knowledge and belief, the information given in this application is true and correct.

Subject to my/our rights under section 357B and 358 of the RMA to object to any costs, I agree to pay all the fees and charges levied by the Dunedin City Council for processing this application, including a further account if the cost of processing the application exceeds the deposit paid.

Signature of ○ Applicant ○ Agent (tick one):

Date:

Privacy – Local Government Official Information and Meetings Act 1987

You should be aware that this document becomes a public record once submitted. Under the above Act, anyone can request to see copies of applications lodged with the Council. The Council is obliged to make available the information requested unless there are grounds under the above Act that justify withholding it. While you may request that it be withheld, the Council will make a decision following consultation with you. If the Council decides to withhold an application, or part of it, that decision can be reviewed by the Office of the Ombudsmen.

Please advise if you consider it necessary to withhold your application, or parts of it, from any persons (including the media) to (tick those that apply):

○ Avoid unreasonably prejudicing your commercial position

○ Protect information you have supplied to Council in confidence

○ Avoid serious offence to tikanga Maori or disclosing location of waahi tapu

Fees

Council recovers all actual and reasonable costs of processing your application. Most applications require a deposit and costs above this deposit will be recovered. If the total is below the initial deposit, you will be sent a refund of the unspent money. A current fees schedule is available on ***www.dunedin.govt.nz*** or from Planning staff. Planning staff also have information on the actual cost of applications that have been processed. This can also be viewed on the Council website.

Further assistance

Please discuss your proposal with us if you require any further help with preparing your application. The Council does provide pre-application meetings without charge to assist in understanding the issues associated with your proposal and completing your application. This service is there to help you.

Please note that we are able to provide you with planning information but we cannot prepare the application for you. You may need to discuss your application with an independent planning consultant if you need further planning advice.

City Planning Staff can be contacted as follows:

IN WRITING: Dunedin City Council, PO Box 5045, Dunedin 9054

IN PERSON: Customer Services Centre, Ground Floor, Civic Centre, 50 The Octagon

BY PHONE: (03) 477 4000

BY EMAIl: planning@dcc.govt.nz

There is also information on our website at ***www.dunedin.govt.nz***

Information requirements

○ Completed and signed application form

○ Description of activity

○ Plan(s) (drawn to scale) showing the height, shape, and location on the site of the activity

○ Payee details

○ Application fee (cash, eftpos, direct credit or credit card (surcharge may apply))

In order to ensure your application is not rejected or delayed through requests for further information, please make sure you have included all of the necessary information.

OFFICE USE ONLY

Has the application been completed appropriately (including necessary information)? Yes No

Application: Received Rejected

Received by: Counter Post Courier Other:

Comments:

(Include reasons for rejection and/or notes to handling officer)

Planning Officer: Date: