



APPLICATION FORM FOR A DEEMED PERMITTED BOUNDARY 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 Boundary Activity

Have you applied for a Building Consent? Yes, Building Consent Number 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.

Boundary activity description

Description of the proposed activity:

Note, in order to be considered a boundary activity:

- The only rule infringements allowed are in regards to the structure associated with the activity.
- The structure can only infringe boundary rules in the district plan e.g. a yard/setback rule, a height plane angle/height in relation to boundary rule, a building length in relation to boundary rule, maximum fence height in yard rule, etc.
- The structure cannot infringe a public boundary e.g. a front yard with a road, a yard next to a reserve, a yard next to the coastal marine area, etc.

(Public Boundary means a boundary between an allotment and any road, river, lake, coast, esplanade reserve, esplanade strip, other reserve, or land owned by the local authority or by the Crown.)

The only rule breaches are from the proposed structure.

The only rules being infringed are boundary rules in the district plan(s).

There are no boundary rule infringements with public boundaries.

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.

Ownership of the site

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

Name:

Address:

Name:

Address:

Infringed boundary identification

All non-public boundaries where there is infringement are deemed to be infringed boundaries, except where there are private ways on adjoining land.

There are no private ways next to the boundary rule infringement(s). OR

There is a private way next to a boundary rule infringement. The property on the opposite side of the private way is deemed to contain an infringed boundary. The private way itself is not deemed to contain an infringed boundary.

(Private way means any way or passage whatsoever over private land within a district, the right to use which is confined or intended to be confined to certain persons or classes of persons, and which is not thrown open or intended to be open to the use of the public generally; and includes any such way or passage as aforesaid which at the commencement of [Part 21 of the Local Government Act 1974] exists within any district.)

Where there is a rule infringement on a boundary corner, all adjoining properties become infringed:

There are no rule infringements adjoining any corner of the site. OR

There are rule infringements at the corner of the site. This means every adjoining property touching the corner point (even on a diagonal) contains infringed boundaries.

The full name and address of each owner of an allotment with an infringed boundary is listed below:

Name:

Address:

Name:

Address:

Name:

Address:

Written approvals

Written approvals must be provided on the correct form for deemed permitted boundaries activities.

I/We have obtained the written approval of each owner of an allotment with an infringed boundary. They have signed the plan(s) showing the height, shape, and location on the site of the activity.

Note: If the owner has signed on behalf of a trust or company, you will need to include with your application the written evidence that they have signing authority.

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

Payee details

Description of activity

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

Full name and address of each owner of the site

Full name and address of each owner of an allotment with an infringed boundary

Written approval of each owner of an allotment with an infringed boundary (using correct form)

Signature of each owner of an allotment with an infringed boundary on the plan

Written evidence of signing authority for written approvals (for owners signing on behalf of a trust or company)

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: