

**APPLICATION FOR CERTIFICATE OF COMPLIANCE  
s139 of the Resource Management Act 1991**

Please complete all sections. If you require assistance in completing the application, please feel free to give us a call on (03) 788 9603, email us at [planning@bdc.govt.nz](mailto:planning@bdc.govt.nz) or make an appointment at the Westport office, as a Duty Planner is available most days.

**APPLICANT DETAILS**

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

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**2. Postal Address:**

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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)

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Telephone: Business: \_\_\_\_\_ Facsimile: \_\_\_\_\_  
Private: \_\_\_\_\_ Email: \_\_\_\_\_

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

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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. **Record of Title Reference:** \_\_\_\_\_

8. **Valuation Number:** \_\_\_\_\_  
*(from rates or valuation notice)*

**DETAILS OF PROPOSED ACTIVITY**

9. **Present Activity of Land or Buildings:** \_\_\_\_\_

\_\_\_\_\_

10. **A detailed description of what is proposed:**

\_\_\_\_\_

\_\_\_\_\_  
*(continue on another page if necessary)*

11. **State the relevant Rule that you are seeking a Certificate of Compliance for?**

\_\_\_\_\_

Dated at \_\_\_\_\_ this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_

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

- Note**
- ❖ A Certificate of Compliance certifies that the proposal submitted with this application complies with the provisions of the District Plan at the time the approval is given, and is valid for a period of five years. This approval does not authorise any building work. Building Consent must be obtained before commencing construction.
  
  - ❖ A deposit of \$650.00 is to be included with application.  
**(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.**
  
  - ❖ Further information may be required to determine if the proposed Activity complies with the District Plan. This information may be requested under Section 139(4) of the RMA.

*The personal information that you provide in this form will be held and protected by Buller District Council in accordance with our privacy policy (available at [bullerdc.govt.nz/privacy](http://bullerdc.govt.nz/privacy) and at council libraries and service centres) and with the Privacy Act 2020. Council's privacy policy explains how we may use and share your personal information in relation to any interaction you have with the council, and how you can access and correct that information. We recommend you familiarise yourself with this policy*