

## RESOURCE CONSENT APPLICATION FOR SIGNS

Please complete all sections. Examples are provided in brackets to help you answer the questions. 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.

Site photos are always helpful. If you are taking photos, take one of where the sign is to be located from the area it is most likely to be viewed from. Either print the photos and attach to your application, or email them to [planning@bdc.govt.nz](mailto:planning@bdc.govt.nz) with reference to the site that the application is for.

A diagram (Site Plan) of the site is essential. It doesn't have to be complicated, but you do have to indicate where the sign will be located and at what angle to the road. We require the important measurements like how far the sign will be set back from the formed road and how far it is from the nearest official sign.

A diagram of the sign is also essential. It must include details of the sign itself, the length of each side, the wording, the colour of the writing and the background, and how big the lettering is. It must also show how high the sign will stand and how it will be supported.

Election signs are covered by Council's *Election Signs Policy*.

Signs that are illegal, dangerous or without current consent may be removed.

**NOTE:** DO NOT ERECT YOUR SIGN UNTIL YOU HAVE RECEIVED COUNCIL'S DECISION ON YOUR APPLICATION. ANY ILLEGAL SIGNS OR SIGNS THAT DO NOT COMPLY WITH THE CONSENT MAY BE REMOVED BY COUNCIL.

## CHECKLIST

- Have you completed and signed the Application form?
- Have you attached an assessment of the activity against Part 2 of the Resource Management Act and any relevant Objectives and Policies of the Plan (in accordance with Schedule 4)? To assist with completing this assessment, a copy of Part 2 and the District Plan's Objectives and Policies can be downloaded from the Council's website – <http://bullerdc.govt.nz/application-forms-and-information-sheets/assessmentdocument/>
- Have you completed the 'Declaration to Accompany Application for Resource Consent' in regard to the National Environmental Standard for Assessing and Managing Contaminants in Soil to Protect Human Health (NES)?
- Have you included a site plan?
- Have you included photos of the site, or
  - Plan to email them to Council?
- Have you included a diagram indicating the sign details?
- Have you enclosed the deposit of \$600.00?  
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.
- Have you included a copy of the Record of Title (RT). The RT must not be older than 3 months), or
  - Do you wish Council to search a copy for you (for a cost of \$40.00 per RT)?
- Have you attached any completed and signed affected parties forms?

**Advice Note:** Please attach separate sheet(s) if required.



**DETAILS OF APPLICANT, OWNERS AND OCCUPIERS**

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

2. Postal Address: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

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

3. Name and address of owner and/or occupier of property on which sign is to be erected:  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**PROPERTY DETAILS WHERE SIGN(S) ARE TO BE ERECTED**

4. Valuation Roll Number (from rates or valuation notice) \_\_\_\_\_

5. Legal Description: \_\_\_\_\_  
 \_\_\_\_\_

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

7. Zone: \_\_\_\_\_

**APPLICATION DETAILS**

8. Please explain the reason for the application and for choosing this site: *(to advertise my business. The sign will be erected at the entrance to the site to direct traffic into the parking area, etc)*  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

9. Will your sign be illuminated or contain flashing lights? If so, please indicate what type of lighting will be used. *(The sign will be lit by a single hooded bulb that will be on a timer to come on during the hours of darkness, etc)*

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10. Will your sign contain reflective material? If so, please indicate which areas of the sign will be reflective *(the name of our business "Buller" and the removable "open" portion of the sign will be in reflective material, etc)*

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11. If this sign is temporary, when will it be removed? *(the sign will be removed in the week following the event, being 7 June 2020, etc)*

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12. If your sign is to be erected on a property that fronts, or is within the unformed margins of a State Highway, you must in all cases seek the approval of the New Zealand Transport Agency (NZTA, formerly Transit NZ). You must also fill in the portion below of the consent application and attach the approval letter you have obtained from NZTA and the plan of the sign they have approved.

**WAKA KOTAHI / NEW ZEALAND TRANSPORT AGENCY APPROVAL**

State Highway Number: \_\_\_\_\_

Do you have consent from Waka Kotahi / New Zealand Transport Agency?

- Yes (enclose copy of consent). This is required if the sign is adjacent to a State Highway.
- No (you must send all details of this application to Waka Kotahi / New Zealand Transport Agency, PO Box 1479, Christchurch, Attention: Regional Planner), then forward the response to the Buller District Council.

<b>Other Affected People</b>		
It is likely that you will need to obtain consents from your immediate neighbours, persons across the road, or anyone who is going to be visually affected by your sign, ie can easily see it from their property.		
Name	Address	Is affected party form enclosed & signed <b>YES/NO</b> .

**DIAGRAM**

You must attach a diagram of the site and the sign indicating the following:

- (a) Size of sign.
- (b) Colour of sign.
- (c) Exact message and dimensions of lettering and symbols.
- (d) How you intend to fix it to the ground/building.
- (e) A site plan showing exactly where you intend to erect the sign, and the orientation of the sign to boundaries. *(you may want to provide several alternate locations for each sign in case the first choice is not acceptable.)*

To assist with (c) above, below is a table stating the minimum letter height for various approach speeds:

Approach Speed of Traffic (km/h)	Minimum Letter Height
50	120mm
70	160mm
90	160mm
100	160mm

*(Source: New Zealand Transport Agency)*

**ASSESSMENT OF THE ACTIVITY AGAINST PART 2 OF THE RMA ASSESSMENT OF THE ACTIVITY  
IN REGARD TO ANY RELEVANT OBJECTIVES, POLICIES, OR RULES IN A DOCUMENT**

You can either fill in your assessment in the spaces below, or use the Assessment Document which can be downloaded at <http://bullerdc.govt.nz/application-forms-and-information-sheets/assessmentdocument/> and attach it to your application.

In reaching a decision on an application, the Council has to be satisfied that by granting the application, Part 2 of the RMA will be achieved. For further information on Part 2 of the Resource Management Act. <http://www.legislation.govt.nz/act/public/1991/0069/latest/DLM230265.html>

Please provide an assessment of your proposal against Part 2:

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Please provide an assessment of your proposal against:

- (a) any relevant objectives, policies, or rules in a document; and
- (b) any relevant requirements, conditions, or permissions in any rules in a document; and
- (c) any other relevant requirements in a document (for example, in a national environmental standard or other regulations).

(A full copy of the District Plan's Objectives and Policies can be obtained from Council's website: <http://bullerdc.govt.nz/district-council/publications/district-plan/part-4-significant-resource-management-issues-objectives-and-policies/>)

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**BULLER**  
DISTRICT COUNCIL  
Te Kaunihera O Kawatiri

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

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

*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*

## Declaration to Accompany Application for Resource Consent

**This Declaration MUST be completed, signed and submitted with your application**

The *National Environmental Standard for Assessing and Managing Contaminants in Soil to Protect Human Health (NES)* applies to particular activities on a piece of land where an activity or industry described in the current edition of the *Hazardous Activities and Industries List (HAIL)* is being undertaken, has been undertaken, or it is more likely than not that it is being or has been undertaken.

The *HAIL* and other useful information about the *NES*, including a *User's Guide on the NES*, can be found on the Ministry for the Environment's website, <http://www.mfe.govt.nz/land/nes-assessing-and-managing-contaminants-soil-protect-human-health/about-nes>. A copy of the current *HAIL* is attached.

**To help determine whether or not the NES will apply to your activity please answer the following questions:**

Is an activity described on the <i>HAIL</i> currently being undertaken on the piece of land to which this application applies?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Has an activity described on the <i>HAIL</i> ever been undertaken on the piece of land to which this application applies?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Is it more likely than not that an activity described on the <i>HAIL</i> is being or has been undertaken on the piece of land to which this application applies?	Yes <input type="checkbox"/>	No <input type="checkbox"/>

**If 'Yes' to ANY of the above, then the NES may apply. Please answer the following questions:**

Is the activity you propose to undertake removing or replacing a fuel storage system or parts of it?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Is the activity you propose to undertake sampling soil?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Is the activity you propose to undertake disturbing soil?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Is the activity you propose to undertake subdividing land?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Is the activity you propose to undertake changing the use of the land?	Yes <input type="checkbox"/>	No <input type="checkbox"/>

**If 'Yes' to ANY of the above activities, then the NES is likely to apply.**

For further information about the *NES* and what is required please contact Council's Planning Department on (03) 788 9603 or [planning@bdc.govt.nz](mailto:planning@bdc.govt.nz).

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

**Applicant's Signature:** (or person authorized to sign on applicant's behalf)

..... **Date:** .....

**Name:** (Please Print) .....



## **Hazardous Activities and Industries List (HAIL)**

**October 2011**

### **A Chemical manufacture, application and bulk storage**

1. Agrichemicals including commercial premises used by spray contractors for filling, storing or washing out tanks for agrichemical application
2. Chemical manufacture, formulation or bulk storage
3. Commercial analytical laboratory sites
4. Corrosives including formulation or bulk storage
5. Dry-cleaning plants including dry-cleaning premises or the bulk storage of dry-cleaning solvents
6. Fertiliser manufacture or bulk storage
7. Gasworks including the manufacture of gas from coal or oil feedstocks
8. Livestock dip or spray race operations
9. Paint manufacture or formulation (excluding retail paint stores)
10. Persistent pesticide bulk storage or use including sport turfs, market gardens, orchards, glass houses or spray sheds
11. Pest control including the premises of commercial pest control operators or any authorities that carry out pest control where bulk storage or preparation of pesticide occurs, including preparation of poisoned baits or filling or washing of tanks for pesticide application
12. Pesticide manufacture (including animal poisons, insecticides, fungicides or herbicides) including the commercial manufacturing, blending, mixing or formulating of pesticides
13. Petroleum or petrochemical industries including a petroleum depot, terminal, blending plant or refinery, or facilities for recovery, reprocessing or recycling petroleum-based materials, or bulk storage of petroleum or petrochemicals above or below ground
14. Pharmaceutical manufacture including the commercial manufacture, blending, mixing or formulation of pharmaceuticals, including animal remedies or the manufacturing of illicit drugs with the potential for environmental discharges
15. Printing including commercial printing using metal type, inks, dyes, or solvents (excluding photocopy shops)
16. Skin or wool processing including a tannery or fellmongery, or any other commercial facility for hide curing, drying, scouring or finishing or storing wool or leather products
17. Storage tanks or drums for fuel, chemicals or liquid waste
18. Wood treatment or preservation including the commercial use of anti-sapstain chemicals during milling, or bulk storage of treated timber outside

### **B Electrical and electronic works, power generation and transmission**

1. Batteries including the commercial assembling, disassembling, manufacturing or recycling of batteries (but excluding retail battery stores)

2. Electrical transformers including the manufacturing, repairing or disposing of electrical transformers or other heavy electrical equipment
3. Electronics including the commercial manufacturing, reconditioning or recycling of computers, televisions and other electronic devices
4. Power stations, substations or switchyards

**C Explosives and ordinances production, storage and use**

1. Explosive or ordinance production, maintenance, dismantling, disposal, bulk storage or re-packaging
2. Gun clubs or rifle ranges, including clay targets clubs that use lead munitions outdoors
3. Training areas set aside exclusively or primarily for the detonation of explosive ammunition

**D Metal extraction, refining and reprocessing, storage and use**

1. Abrasive blasting including abrasive blast cleaning (excluding cleaning carried out in fully enclosed booths) or the disposal of abrasive blasting material
2. Foundry operations including the commercial production of metal products by injecting or pouring molten metal into moulds
3. Metal treatment or coating including polishing, anodising, galvanising, pickling, electroplating, or heat treatment or finishing using cyanide compounds
4. Metalliferous ore processing including the chemical or physical extraction of metals, including smelting, refining, fusing or refining metals
5. Engineering workshops with metal fabrication

**E Mineral extraction, refining and reprocessing, storage and use**

1. Asbestos products manufacture or disposal including sites with buildings containing asbestos products known to be in a deteriorated condition
2. Asphalt or bitumen manufacture or bulk storage (excluding single-use sites used by a mobile asphalt plant)
3. Cement or lime manufacture using a kiln including the storage of wastes from the manufacturing process
4. Commercial concrete manufacture or commercial cement storage
5. Coal or coke yards
6. Hydrocarbon exploration or production including well sites or flare pits
7. Mining industries (excluding gravel extraction) including exposure of faces or release of groundwater containing hazardous contaminants, or the storage of hazardous wastes including waste dumps or dam tailings

**F Vehicle refuelling, service and repair**

1. Airports including fuel storage, workshops, washdown areas, or fire practice areas
2. Brake lining manufacturers, repairers or recyclers
3. Engine reconditioning workshops
4. Motor vehicle workshops
5. Port activities including dry docks or marine vessel maintenance facilities