

APPLICATION FOR FAST-TRACK RESOURCE CONSENT

OFFICE USE	
Consent No.	RM
Fee	\$
Receipt number	
Date stamp	

An application can only be a Fast-Track application if the application is for a Controlled activity that requires consent under the district plan (other than a subdivision)

Applicant & Contact Details

Full name of applicant(s) _____

Contact person or agent _____

Address for service _____

Email* _____

Signed _____ Date _____

(Signature of applicant/person authorised to sign on behalf of applicant)

* Fast-Track Applications must include an address for service that is an electronic address in accordance with section 87AAC (b) of the Resource Management Act.

Property Details

Address: Number _____ Street/Road _____

Legal Description _____

Owner's name & Address _____

Activity Details

Provide a brief description of the activity to be undertaken, including the reasons why the activity meets the criteria for a Fast-Track application*; Note: a full description of the activity must be provided as part of the application (see item 4 of the Checklist on next page)

If there is an associated building consent, please quote Building Consent Number: BC _____

* An application can only be a Fast-Track application if the application is for a Controlled activity that requires consent under the district plan (other than a subdivision) in accordance with section 87AAC of the Act

Please seek advice from the Duty Planner (546 0200) if you are unsure whether your application can be processed as a Fast – Track application

Please refer overleaf or items to be provided with application form → →

CHECKLIST: Have you included all of the following items?

The following items **must** be provided with the Fast-Track application form (see note (i) below)

		✓ x N/A
1	A PAYMENT in accordance with the Nelson City Council Schedule of Fees & Charges (see Note (vi) below). Payment may be made by cheque, EFTPOS, or internet banking.	
2	Copy of CERTIFICATE OF TITLE <i>(Search Copy must be less than 3 months old and must include a Title Plan).</i>	
3	PLANS & DIAGRAMS - 1 copy <i>Relevant to the activity being proposed, (eg. site plan, location plan, elevations), and to a recognised scale, (eg. 1:100 or 1:200 if appropriate), and showing the boundaries, North point, and any other relevant information.</i>	
4	RELEVANT INFORMATION AND ASSESSMENT OF ENVIRONMENTAL EFFECTS as required by Schedule 4 of the Resource Management Act 1991. (A 'Guide to Applying for a Resource Consent – Information to be included in an application' is available at Council reception and on Council's website)	

Important Notes

- (i) Your application will not be lodged for processing by Nelson City Council unless all the above items are included with the application form.
- (ii) Your application will be checked for completeness, under Section 88 of the Resource Management Act 1991 (the Act).
- (iii) If your application is deemed to be **complete**, it will be formally received as from the date of lodgement.
- (iv) If your application is deemed to be **incomplete** (at the Section 88 check) it will be **returned** to you within 10 working days, along with details of the missing information (or information that is needed in order for it to be deemed complete).

If the returned application is re-lodged with the Council, it will be treated as a new application, i.e. the processing clock starts from the date the application is re-lodged.

If you decide not to re-submit the application, the initial payment (deposit) will be returned to you, minus the charges incurred to date (eg. for the Section 88 check by the Planner, and for administration time).
- (v) After your application is formally received, the Council may make further requests, including for more information or additional consents. However if additional consents are required please note that the application will cease to be a Fast-Track application.
- (vi) Your application will also cease to be a fast track application if:
 - (a) The Council gives public or limited notification of the application; or
 - (b) A hearing is to be held for the application; or
 - (c) At the time the application is lodged the applicant notifies the Council that the applicant wishes to opt out of the Fast-Track process.
- (vii) If your application satisfies the requirements of a Fast-Track application notice of the decision will be sent to you within 10 working days after the application was lodged with the Nelson City Council.
- (viii) Once your application has been formally received by the Council, it is available for public inspection.