

Form No: 520



Office use only

COC number: _____

Application number: _____

Date received: _____

Document number: _____

AEE Document number: _____

New/Renewal

Eftpos / Cash / Int Banking / Credit Card

Amount Paid \$ _____ Date Pd _____

Certificate of compliance application

(Pursuant to section 139 of the Resource Management Act 1991)

(A separate application form is required for each Certificate of Compliance being applied for)

Important: Please read carefully and complete the form

All applicants need to respond to all of the questions. If a particular section is not applicable to your application, please say so; do not leave the question blank. Questions may be answered in attached documentation if it is more convenient or insufficient space is provided on the form. If that is done, state specifically on the application form where the answer can be found (**include page numbers if referring to a separate report**).

If you have any questions relating to completion of this application form, please contact the Consents Department, Taranaki Regional Council on telephone (06)765-7127 or email consents@trc.govt.nz.

Lodge the application by signing below and sending the completed form to:

Mail: Taranaki Regional Council, Private Bag 713, Stratford 4352.
Attention: Consents Administration Officer

Email: consents@trc.govt.nz (if application is emailed please do not mail a hard copy unless requested to do so by the consents department.)

If you have not received an email acknowledgement for this application within 5 working days (for new applications) please contact consents@trc.govt.nz.

Application is hereby made for the certificate of compliance detailed in this form

Signature of applicant or authorised agent: _____

Name: _____ Date: _____

Please print full name of person who signed above.

1 Applicant Details

1.1 Applicant's name *(full name of proposed certificate of compliance holder)*

Please complete either (a), (b) or (c) to whom Certificate of Compliance is to be issued.

(a) Company _____

(b) Individual(s) _____

First Name

Middle Name

Surname

(c) Trust/Partnership Name _____

If Trust/Partnership: Full names of Trustees/Partners:

First Name

Middle Name

Surname

1.2 Applicant's address for service *[not consultant's address]*

E-mail _____

Postal _____

Phone _____ Mob. _____

Name of person to contact regarding this application

Contact Person _____

Phone _____ Email. _____

(if different from 1.2)

(if different from 1.2)

1.3 Address for service (if different from above, i.e. consultant, lawyer, or other person handling application)

Contact Person _____

E-mail _____

Postal _____

Phone _____ Mob. _____

The Council will serve all formal documents electronically via the email address in 1.2 and 1.3 (if provided).

2 Site Details

2.1 Name and address of land owner or occupier (if different from 1.1 and 1.2)

2.2 Location of activity (Including: Street/road name, number, and locality)

2.3 Map Co-ordinates at point of works (either Longitude/Latitude or NZTM):

_____ Longitude _____ Latitude OR
_____ E _____ N (NZTM)

2.4 Legal description of property at site of activity (refer to land title or rates notice)

2.5 Assessment/Valuation number of property (refer to land title or rates notice)

2.6 Name of closest river or stream to the works?

3 Location Map

3.1 The application must include an aerial photograph or clear map showing the location of the proposed works.

An aerial photograph of the site can be obtained free of charge from Taranaki Regional Explorer; <https://maps.trc.govt.nz/LocalMapsGallery/>. Alternatively, contact the Consents Department at the Council and request an aerial photograph to be provided.

Aerial photograph (or map) included

Please make sure the following is shown on your aerial photograph or map:

- Proposed works
- Local Roads
- North Point
- Property boundaries
- Any other relevant features

4 Details of the Activity

4.1 In your own words, briefly describe the activity you are undertaking:

4.2 If you have discussed this proposal with a council staff member, please give the person's name here:

4.3 Indicate the type of activity that the certificate of compliance is being applied for on this form:

- | | | | | |
|---------------------|-----|--------------------------|----|--------------------------|
| A) Discharge | Yes | <input type="checkbox"/> | No | <input type="checkbox"/> |
| B) Structure | Yes | <input type="checkbox"/> | No | <input type="checkbox"/> |
| C) Water take | Yes | <input type="checkbox"/> | No | <input type="checkbox"/> |
| D) Disturbance | Yes | <input type="checkbox"/> | No | <input type="checkbox"/> |
| E) Coastal activity | Yes | <input type="checkbox"/> | No | <input type="checkbox"/> |
| F) Other _____ | Yes | <input type="checkbox"/> | No | <input type="checkbox"/> |

5 Fees and charges

5.1 Initial Deposit payment – All applications must have a deposit paid before processing of the application will begin.

Non-notified applications

Amount to be Paid \$1,495.00 (GST incl.) per application x _____ no. of applications lodged

= **Total Amount Paid** \$ _____ **Payment date** _____

Note:

- 1) Assume your application is non-notified unless Council has informed you otherwise.
- 2) Purchase orders are not acceptable as payment for the deposit.
- 3) An invoice/receipt for the deposit will be issued shortly after payment has been received.

5.2 Payment method for initial deposit

- Cash/Eftpos (to be made at Taranaki Regional Council offices, 47 Cloten Rd, Stratford)
- Credit card payment made via Online Services at <https://onlineservices.trc.govt.nz>
- Internet Banking – **please complete below, and enter all details on your internet banking payment to enable us to correctly identify your payment, otherwise processing of your application may be delayed.**

Payer Particulars:	C	O	C		D	E	P							
--------------------	---	---	---	--	---	---	---	--	--	--	--	--	--	--

Payer Reference:														
------------------	--	--	--	--	--	--	--	--	--	--	--	--	--	--

Enter the reference you have used for your internet banking payment above. We suggest using your company name or surname, or if you make multiple applications use the location (road name or river) where activity is occurring, or Certificate of Compliance number if known.

Taranaki Regional Council Account Details for Internet Banking

Bank	Branch	Account No.	Suffix
0 2	0 7 5 6	0 0 4 0 5 5 5	0 0 2

Please note this is a separate account for consent deposits only. It is a different account number to where you may make other Council payments, such as annual monitoring fees, or plant purchases.

5.3 Invoicing details: (where to send the invoice for this Certificate of Compliance application)

Applicant or Consultant

5.4 Is the Council required to quote a purchase order number on future invoices for this application?

Yes Order Number:
No

The deposit amount is required when an application is submitted and is an **initial deposit** towards the final cost of processing the application. Processing of the application will begin when the deposit is received. Purchase orders are not acceptable as payment for the deposit and we are unable to issue you an invoice/receipt until payment has been received. The final cost of processing is based on actual and reasonable staff time and disbursements spent processing the application. The final cost (less the deposit) is invoiced at the end of the application process, but there may also be interim invoices during the process.

Where there is more than one application required for the same proposal, an initial deposit is required for each application (non notified applications).

Withdrawn applications will incur the cost for work done up to the date of withdrawal.

Applications returned due to inadequate information will incur the cost of work done in receiving the application, assessing the information and returning the application.

All collection costs incurred in the recovery of a debt will be added to the invoice amount due. Overdue invoices will incur an interest charge of 12% per annum.

Details of Council's charging policy are in its 2015/2025 Long-Term Plan.
(www.trc.govt.nz/council/plans-and-reports/strategy-policy-and-plans)

In accordance with statutory requirements a copy of this application may be sent to iwi for their information.

Official information

The information you provide with your application is official information. It is used to help process your resource consent application and assess the impact of your activity on the environment and other people.

Your information is held and administered by the Taranaki Regional Council in accordance with the Local Government Official Information and Meetings Act 1987 and the Privacy Act 1993. This means that your information may be disclosed to other people who request it in accordance with the terms of these Acts. It is therefore important you let us know if your application includes trade secrets, commercially sensitive material or any other information you consider should not be disclosed.

Please lodge the application by signing the front page and sending the completed form to:

Mail: Taranaki Regional Council, Private Bag 713, Stratford 4352.
Attention: Consents Administration Officer

Email: consents@trc.govt.nz (if application is emailed please do not mail a hard copy unless requested to do so by the consents department.)