

# Application for Resource Consent: Land Repair Works

Resource Management Act 1991 – Form 9

Email your application to: [landrepairapplications@ccc.govt.nz](mailto:landrepairapplications@ccc.govt.nz); or

Deliver your application to: Resource Consents Unit, Christchurch City Council, 53 Hereford Street, Christchurch; or

Send your application to: Christchurch City Council, PO Box 73014, Christchurch Mail Centre, Christchurch 8154

For further information, contact the Duty Planner on (03) 941 8999 or via e-mail at [landrepairinquiries@ccc.govt.nz](mailto:landrepairinquiries@ccc.govt.nz), or check our website [www.ccc.govt.nz/landrepair](http://www.ccc.govt.nz/landrepair)

## About this Form

This is a combined application form for resource consent from the Christchurch City Council and/or Environment Canterbury for repair of residential flat land damaged by the earthquakes. It must be accompanied by information from your EQC Land Settlement Pack (if you haven't already provided us with this information via a Land Repair Enquiry Form), and plans and other details of the repair work you intend to carry out.

A deposit (minimum application fee) is required to be paid before processing will commence (refer Resource Management [Fee Schedule](#)). An invoice will be issued when the application has been received.

*If you are unsure what repair works will be needed on your property, you may need to engage a land repair specialist (contractor or consultant) to assess your damage and work out a suitable repair method. If you will be using a land repair specialist, or your land repair is going to be carried out as part of the rebuild or repair of a building on your property, check with your specialist, building company, or project manager before completing this form, as they may be able to assist with the details, or take care of the resource consent process for you.*

## 1. Application details

I am applying for resource consent(s) from:

Christchurch City Council     Environment Canterbury     Both Christchurch City Council and Environment Canterbury

Have you had any prior discussion with Christchurch City Council or Environment Canterbury staff about your land repair works?

No     Yes - please provide the person's name and organisation: .....

## 2. Property details

Address of property: .....

Legal description (refer Certificate of Title): .....

## 3. Applicant

*Please note that the **applicant** is responsible for the fees associated with this application, unless specified otherwise in Section 5.*

Full name (including middle name): .....

**OR**

Registered Company / Trust / Organisation name: .....

Contact person / Trustee names: .....

Landline: ..... Mobile: .....

Email: .....

Postal Address: ..... Post Code: .....

The applicant is the:

- Owner     
  Occupier     
  Lessee     
  Prospective purchaser of the application site  
 Other (please specify) .....

**Signature of Applicant:** (Or person authorised to sign on behalf of Applicant)

Signature: ..... Date: .....

Name of person signing (if signed on behalf of the Applicant): .....

#### 4. Agent details

Name: .....

Name of firm: .....

Landline: ..... Mobile: .....

Email: .....

Postal Address: ..... Post Code: .....

#### 5. Invoicing details

All consent-related invoices are to be made out to:

- Applicant       Agent  
 Existing 'on-account' customer (state name of PMO/organisation): .....  
 Other (specify below):

Name: .....

Email: .....

Postal Address: ..... Post Code: .....

*(Please note: any refunds will be paid to the receipted name unless written authorisation has been received from the receipted person or company)*

#### 6. Land damage details

- I have previously submitted a Land Repair Enquiry Form and provided copies of the EQC documentation outlined below.

**OR**

If you have not previously submitted a Land Repair Enquiry Form, please attach copies of the following documentation from your EQC Land Settlement Pack or other similar information outlining the land damage:

**Flat land properties:**

- Land Sketch (drawing of your property showing the location and type(s) of damage identified by the assessors); and  
 Land Assessment Legend Sheet (table listing the assessors' measurements and calculations)

**Port Hills and Banks Peninsula properties:**

- Land Sketch (drawing of your property showing the location and type(s) of damage identified by the assessors); and  
 Engineering Report

Further details about the damage (including any damage not covered by EQC) can be provided here *(attach additional information if necessary)*:

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## 7. Proposed land repair work

Please describe the works you will be carrying out to repair your land:

*This could include potential repair methods outlined in EQC's Guides to Settlement of Canterbury Land Claims, or you may wish to use different repair methods. Plans or other relevant information should be attached where necessary. Please complete the checklist on page 7 to ensure you have provided all relevant details of your work.*

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**Information about how the works will be carried out:**

Name of person or contractor who will be carrying out the repair works: .....

Approximate date for commencement of the repair works (if known): .....

Estimated time to complete the repair works: .....

Is the land repair being carried out as part of rebuilding or repair of a building on the land?  Yes  No

Has a Project Information Memorandum (PIM) or Building Consent been sought for this project?  Yes  No

If yes, what is the project (BCN) number: .....

## 8. Soil disturbance on potentially contaminated land (NES)

This section relates to the National Environmental Standard (NES) for Assessing and Managing Contaminants in Soil to Protect Human Health, and Environment Canterbury's Regional Plans.

The NES includes rules controlling soil disturbance on properties which have been used either now or in the past for a hazardous activity or industry (known as HAIL) that may have resulted in contamination of the soil.

Information about the NES is available on the Ministry for the Environment's website:

[www.mfe.govt.nz/laws/standards/contaminants-in-soil](http://www.mfe.govt.nz/laws/standards/contaminants-in-soil)

Please answer the following questions to work out whether your land repair works require resource consent under the NES due to actual or possible land contamination.

**Volumes of soil disturbance and removal**

1. Will your land repair works involve disturbance of more than 25m<sup>3</sup> of soil (per 500m<sup>2</sup> of disturbed area)?  Yes  No

2. Will your land repair works require the removal of more than 5m<sup>3</sup> of soil (per 500m<sup>2</sup> of disturbed area) from the site?  Yes  No

*If the answer to both questions 1 and 2 is NO, then your repair works do not need resource consent under the NES and you do not need to answer questions 3-5 below.*

*If the answer to question 1 or 2 is YES, please answer the additional questions below about the use of your land.*

**Use and contamination status of your land**

3. Is your property listed on Environment Canterbury's Listed Land Use Register ([www.llur.ecan.govt.nz](http://www.llur.ecan.govt.nz))?  Yes  No

*If YES, please include a copy of the LLUR statement with your application and go to question 5 below.  
If NO, please answer both questions 4 and 5 below.*

4. Has your property been used for an activity on the Hazardous Activities and Industry List (HAIL, Ministry for the Environment), or is it more likely than not that one of these activities has ever been undertaken on the land in the past?  Yes  No

The list is available on the Ministry for the Environment website:

<http://www.mfe.govt.nz/issues/managing-environmental-risks/contaminated-land/is-land-contaminated/hail.html>

Please state how you determined this (e.g. historical knowledge, via a Land Information Memorandum (LIM), Preliminary Site Investigation):

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5. What is/was the type of HAIL activity? (e.g. landfill, chemical storage, use of persistent pesticides)

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*If the answer to either question 3 or 4 is YES, then your repair work requires resource consent under the NES. A Detailed Site Investigation will be required to confirm the type and extent of contamination, and a report from a suitably qualified and experienced practitioner (e.g. contractor experienced in investigating and managing contaminated land) must be submitted with this application, outlining how the works will be managed to avoid potential effects on the health of neighbours and people living and working on the site.*

## 9. Discharge of contaminants

Environment Canterbury's Regional Plans require resource consent where land repair works will involve dewatering or land drainage water discharge either from, or onto, any site listed on Environment Canterbury's Listed Land Use Register.

(1) Will you be discharging dewatering water or land drainage water from your site?  Yes  No

*If YES, please describe where the water will be discharged to (or attach this information as part of your description of works):*

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*(If the answer is NO you do not need to answer question (2) below.)*

(2) Is your property, or the location of the discharge, listed on Environment Canterbury's Listed Land Use Register ([www.llur.ecan.govt.nz](http://www.llur.ecan.govt.nz))?  Yes  No

*If you have answered YES to both questions (1) and (2) you need resource consent from Environment Canterbury for discharge of contaminants.*

## 10. Assessment of Effects

Please describe any effects on neighbours and the environment that may result from the proposed land repair works and how these will be managed so that they are avoided or minimised.

*Comment on the following effects where relevant, or attach information separately. Some of this information may already be provided as part of the description of your repair work referred to in section 6.*

### (a) Effects on water quality:

*Water quality may be adversely affected by sediment runoff from earthworks, by discharges of contaminants to land or surface water (e.g. dewatering water and land drainage water) or by the placement of materials that may leach contaminants (e.g. treated timber or grout).*

#### Groundwater quality

Please advise the measures you will take to avoid or mitigate adverse effects on groundwater quality.

(i) For the discharge of contaminated dewatering water and land drainage water this should include a Site Management Plan.

Provided  Not applicable

(ii) For the placement of timber treated piles and grout this should include a detailed investigation of the effects on groundwater quality. You may wish to seek specialist advice.

Provided  Not applicable

Surface water quality

Please advise the measures you will take to avoid or mitigate adverse effects on surface water quality.

(i) For the discharge of contaminated dewatering water and land drainage water this should include an Erosion and Sediment Control Plan and a Site Management Plan.

Provided  Not applicable

(ii) For the placement of grout this should include a detailed investigation of the effects on groundwater quality. You may wish to seek specialist advice.

Provided  Not applicable

(iii) For other earthworks please provide an Erosion and Sediment Control Plan or outline the measures you will use on site to prevent sediment runoff into the stormwater system or to nearby waterways.

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**(d) Works near protected trees:**

*Where works will be carried out within the dripline (underneath the branches) or will permanently change the ground level by more than 0.25m within 5 metres from the edge of the dripline, please provide details of the repair methods being used, and any other measures you will implement during the repair works, to avoid damaging the roots or trunk of the tree(s). A report from an appropriately qualified arborist should be submitted where work will be carried out within the dripline.*

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**(e) Works within 5 metres of a listed heritage building or item on the property:**

*Please provide details of the repair methods being used, and any other measures you will implement during the repair works, to avoid damage to the heritage item*

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**(f) Potential health effects from soil disturbance on HAIL land (NES):**

*Where resource consent is required to exceed the permitted soil disturbance/removal volumes in the NES, a Detailed Site Investigation and report from a suitably qualified and experienced person (e.g. contractor experienced in dealing with contaminated land) must be provided, to ensure that the works will be managed to avoid potential effects on the health of neighbours and people living and working on the site and on the environment.*

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**(g) Any other effects:**

*For example any effects on boundary fences or structures near boundaries where excavation works are being undertaken in close proximity to property boundaries.*

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**11. Notes for the Applicant**

1. This is a combined application form for resource consent from the Christchurch City Council and/or Environment Canterbury.
2. If you require consent from both councils you will receive a combined decision on your application, including any relevant conditions that you need to comply with when carrying out the works. You may not commence work until the necessary resource consents are granted.
3. This resource consent application covers Christchurch City Council and Environment Canterbury planning requirements only. A building consent from the Christchurch City Council is also likely to be required where building or drainage work is proposed (e.g. construction of retaining walls, installation of drainage). You can check this by contacting our Duty Building Consent Officer on 941 8999.
4. If there has been building damage or demolition on the property it is recommended that you contact your insurance company prior to commencing land repair work to find out whether there is any benefit in co-ordinating the work with your building repair or rebuild.
5. When this form is lodged with the Christchurch City Council and Environment Canterbury, it becomes public information and is available for public inspection.
6. The required **deposit (Minimum Application Fee)** must be paid before processing will start.
7. If the cost of processing the application(s) exceeds the deposit paid, a further invoice will be issued after processing has been completed. The processing costs for both councils will be combined.
8. If the cost of processing the application is less than the deposit, a refund will be issued to the **person who paid the deposit**.

**Internet Banking**

Customers can use internet banking to pay resource consent fees after submitting an application. Please note that all payments will be credited to our account on the next business day. Any payment made without your details below may take some time to be lodged against the correct account.

Our details are:

Bank: *Bank of New Zealand*  
 Account Name: *Christchurch City Council*  
 Account Number: *02 0800 0044765 03*

Information that will help us identify your payment:

Particulars:	<i>Name of Customer</i>	} (all this information is available on the invoice)
Code:	<i>RMA Number</i>	
Reference:	<i>Invoice No.</i>	

**12. Privacy Information**

The information contained in this application may be made available to other departments within Christchurch City Council and Environment Canterbury. You have the right to access the personal information held about you by the councils which can be readily retrieved. You can also request that the councils correct any personal information they hold about you.

## 13. Information checklist

This checklist has been produced to assist you in the preparation and lodgement of your resource consent application. The provision of correct and accurate information will ensure that delays are kept to a minimum. Please complete all sections using either a ✓ or Y where the information is provided, or an X or N where the information is not required.

<input type="checkbox"/>	<p><b>a. Site Plan, drawn to scale, showing (where relevant):</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Property boundaries.</li> <li><input type="checkbox"/> Location and use of all existing buildings.</li> <li><input type="checkbox"/> Vehicle access.</li> <li><input type="checkbox"/> Location of all aspects of your proposed land repair works, including areas of filling and excavation, new or relocated drainage systems, and structures such as retaining walls.</li> <li><input type="checkbox"/> Location of any waterway, and the distance between its banks and the proposed land repair work.</li> <li><input type="checkbox"/> Location of any protected trees on your property, and within 10 metres of your boundary on adjoining properties. The dripline (area underneath the branches) should be marked on the plan.</li> </ul>
<input type="checkbox"/>	<p><b>b. Excavation, filling, retaining walls and soil disturbance:</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Depth(s) of any areas of filling or excavation and location relative to property boundaries.</li> <li><input type="checkbox"/> Approximate total volume of fill material, and what fill material will be used.</li> <li><input type="checkbox"/> Approximate total volume of excavated material.</li> <li><input type="checkbox"/> Height and volume of any filling that will occur above existing ground level (the ground level existing after the earthquakes).</li> <li><input type="checkbox"/> Details of any proposed structures (e.g. height of retaining walls).</li> <li><input type="checkbox"/> If the land is contaminated or potentially contaminated, approximate total volume of any soil which will be removed from the site, and where it will be taken.</li> <li><input type="checkbox"/> Details of any proposed in-situ mixing or insertion of grout (refer Rule 9-5.2A(1)(h) of the Christchurch City Plan and Rule WQL36A, Condition 10 of the Natural Resources Regional Plan).</li> <li><input type="checkbox"/> Details and location of any treated timber piles that will be used.</li> <li><input type="checkbox"/> Details of any other soil densification measures (e.g. ground compaction).</li> </ul>
<input type="checkbox"/>	<p><b>c. Drainage, dewatering, erosion and sediment control:</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Details of any new drainage system to be installed, including connection to the stormwater system or the location of other discharge point.</li> <li><input type="checkbox"/> Details of any dewatering that will be required to carry out the repair work and where dewatering water is to be discharged to.</li> <li><input type="checkbox"/> A Site Management Plan if: <ul style="list-style-type: none"> <li><input type="checkbox"/> your dewatering or land drainage discharge is from or onto land listed on Environment Canterbury's Listed Land Use Register; or</li> <li><input type="checkbox"/> you are undertaking below-ground earthworks on a landfill site.</li> </ul> </li> </ul> <p>The Site Management Plan should outline how the works will be managed to avoid adverse environmental effects, including details of the erosion and sediment control measures to be used.</p>
<input type="checkbox"/>	<p><b>d. HAIL (land contamination) information:</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Details of any known areas of contamination, or potential contamination identified on the Environment Canterbury Listed Land Use Register (<a href="http://www.llur.ecan.govt.nz">www.llur.ecan.govt.nz</a>) and/or in a contamination investigation report.</li> <li><input type="checkbox"/> If the land is contaminated or potentially contaminated (refer Section 8 of this form) a report from a suitably qualified and experienced practitioner (e.g. consultant experienced in investigating and managing contaminated land) outlining how the works will be managed to avoid potential effects on the health of neighbours and people living and working on the site, and on the environment.</li> </ul>
<input type="checkbox"/>	<p><b>e. Protected trees and buildings:</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> If your works will be carried out within the dripline of a tree protected in the City or District Plan (including nearby trees on neighbouring properties), or by a notice on your certificate of title, a report from an appropriately qualified arborist explaining how the works will be carried out to avoid or minimise damage to the tree.</li> <li><input type="checkbox"/> If your works are close to a protected heritage building or other heritage item, information about how the work will be carried out to avoid damage to the building.</li> </ul>

**Notes:** This is a general checklist only. Not all of the information is relevant to all types of application. Please check with a planner at the Council if you are unsure of the information requirements for your particular application. Please also note that the detailed technical review of your application may reveal the need for you to supply further information, in which case you will be advised as soon as possible.