

NOTICE of WRITTEN APPROVAL

Applicant(s) to complete

APPLICANT TO COMPLETE: *Application and Applicant Details*

Consent Application Number (if known): RM _____

Applicant(s) _____

Address of property to which the application relates: _____

Legal Description of property to which the application relates: _____

Full description* of the proposed activity _____

* Description must cover **all aspects of the proposal** or Council may require you to amend this form and re-obtain the approvals.

Please also **ensure that a copy of all plans accompanying the application are signed by all persons who sign this form.**

Please seek advice from the Duty Planner (546 0200) if you are unsure whether this part of the form has been filled in correctly.

Person(s) giving approval to complete

PERSON(S) GIVING APPROVAL TO COMPLETE: *Affected Person(s) Details*

Your address or legal description

(Property affected by the above proposal) _____

Complete EITHER Section A OR Section B:

Section A (if you OWN the affected property)

☐ I/we own and live at the affected property **OR**

☐ I/we own the affected property but live at the following address: _____

Owner's Name(s)[†]

(Full names and contact details of all other registered owners) _____

Section B (if you DO NOT OWN the affected property, but live there)

Occupier's Name(s)

(List the full names of all persons over 18 years of age who live at the property)

Please turn over to sign this form →

[†] Note: "Owner" includes all trustees of any trust owning a property and all members of any Body Corporate authorised to manage a property. It will include all members of any partnership or syndicate owning the property. It will also include any person(s) or entity that has entered into an agreement to purchase or lease the property.

PERSON(S) GIVING APPROVAL TO SIGN: *Written Approval*

Declaration

I have read and understood the information provided with this form.

I have been given details of the full and final proposal, including a full description of the activity, the assessment of environmental effects and any plans accompanying the application.

I give my approval to the proposal outlined in the resource consent application, and any plans. I have signed a copy of the site plan, or other relevant plans or drawings.

I understand that by signing this form, the Council in its role as the Consent Authority must not have regard to any adverse effects the proposed activity may have on myself or my property when considering the application, unless I give notice to the Consent Authority in writing, before the Consent Authority has decided if there are any affected persons, that I withdraw my written approval.

Full Name: _____ **Contact phone number** _____
(Please print)

Signature: _____ **Date:** _____

Full Name(s): _____ **Contact phone number(s)** _____
(Please print)

Signature(s): _____ **Date:** _____

PLEASE NOTE:

- A copy of **all plans accompanying the application must be signed** by all signatories
- **All owners/occupiers** of the subject property must sign

If you are signing this form on behalf of other person(s) please complete the following section

☐ I have authority to sign this form on behalf of another person(s)

- Please list the full names of all other person(s) you are signing on behalf of; **AND**
- Provide signed written proof from each person you are signing on behalf of, that you have authority to sign this form on their behalf. (Note: if you are signing as a person's attorney, a copy of the Power of Attorney signed by that person must be provided.)

Important notes for person(s) giving written approval

You should sign this form only if you support or have no opposition to the Council granting the Resource Consent. Signing this form means that:

- The Consent Authority will not consider you to be an affected person by the activity described in the Resource Consent application;
- The Consent Authority must not have regard to any adverse effects on you and your property in its consideration of the activity described in the Resource Consent application; and
- You will not be able to make a submission or otherwise be involved with the Consent Authority's decision on the application.
- If you provide your written approval and later wish to withdraw it, you must advise the Consent Authority in writing before the Consent Authority decides whether there are any affected persons.

If you have any queries regarding the resource consent process or the role and rights of adversely affected person(s), please contact the Duty Planner, (phone 546 0200) or seek advice from a private planning consultant or legal advisor.