

FOR OFFICE USE ONLY

**CON001: APPLICATION FOR
RESOURCE CONSENT****TO INSTALL OR ALTER A BORE**

If you need help in filling out this form please contact our Customer Services staff on (03) 353-9007 or toll free 0800 EC INFO (0800 324 636). They will be able to provide some general assistance.

Send the completed application to: *Environment Canterbury, 58 Kilmore Street, P O Box 345, Christchurch 8140.*

Receipt number:

Charges paid:

CRC:

Information

Completing all the questions in this form:

- (a) may satisfy the requirements of the Resource Management Act 1991 for an application for resource consent. Environment Canterbury will inform you if further information is required.
- (b) will assist with the prompt processing of your application - any omissions in the form may result in significant delays and costs while the required information is obtained.

Charges

Your application must be accompanied with the deposit charge specified in the "Summary of Resource Consent Charges" or at www.ecan.govt.nz. When your application has been processed, if the actual and reasonable costs incurred by Environment Canterbury exceed the deposit charge, you will be invoiced for the balance. If the cost of processing an application is less than the deposit charge paid, the balance will be refunded. You can require the provision of an estimate of the charge for processing your application. If an application is declined all charges must still be paid.

All accounts are payable by the 20th day of the month following the date of invoice. If the account is not paid within 30 days after the due date, our debt collection agent may charge you a fee equal to 25% of the unpaid portion of the account, but no less than \$25.00. Where the total debt collection costs, legal and other costs arising from the collection of any amount owing exceeds the debt collection fee charged, our debt collection agent is also entitled to recover such additional costs. All Environment Canterbury charges must be met by the applicant. This may include time spent discussing issues with the applicant and any other parties involved in the process.

Part A: Application Details**1. Name and address of applicant(s):**

Surname:	First names (in full):	Mr/Mrs/Ms/ Miss/Dr/Prof.
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Surname:	First names (in full):	Mr/Mrs/Ms/ Miss/Dr/Prof.
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OR

Registered Company name and number: _____

Postal address: _____

Postcode: _____

Phone (home): _____	Phone (business): _____
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Fax (home): _____	Fax (business): _____
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Email: _____	Cellphone: _____
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Contact person: _____

- You must declare by ticking this box if you are an ECan staff member, an ECan Councillor, or a family member of either.

2. Consultant/Agents details (if applicable):

Contact person: _____

Company: _____

Postal address: _____

Postcode: _____

Email: _____

Phone: _____

Fax: _____

During the processing of your application who will be the contact person for making decisions? Applicant Consultant / Agent
Note: All correspondence during the consent investigation process will be directed to this contact person, unless instructed otherwise. Final decision documents will be sent to the applicant.

Who will be the contact person for compliance monitoring matters? Applicant Consultant / Agent

3. Names and addresses of the owner and occupier of the site to which this application relates.

(You only need to include this information if it is different to that of the applicant(s))

Owner: _____

Phone: _____

Postal address: _____

Postcode: _____

Fax: _____

Occupier: _____

Phone: _____

Postal address: _____

Postcode: _____

Fax: _____

4. The location of the site to which this application relates:

Site address: _____

Locality: _____

Legal description: _____

Map reference: _____

The legal description can be found on the certificate of title, valuation notice, subdivision plan or rate demand for the site. Please include a copy of one of these with your application.

5. Under which District Council or City Council is this site located?

- | | | | |
|--|---------------------------------------|---|-------------------------------------|
| <input type="checkbox"/> Ashburton DC | <input type="checkbox"/> Kaikoura DC | <input type="checkbox"/> Timaru DC | <input type="checkbox"/> Waitaki DC |
| <input type="checkbox"/> Christchurch CC | <input type="checkbox"/> Mackenzie DC | <input type="checkbox"/> Waimakariri DC | |
| <input type="checkbox"/> Hurunui DC | <input type="checkbox"/> Selwyn DC | <input type="checkbox"/> Waimate DC | |

Have you consulted with the appropriate District or City Council to determine whether you need a consent from them for this activity?

Yes No

If yes, what was their response? _____

If a consent is required, have you applied for it? Yes No

6. Are you applying to change the conditions of your existing bore consent? Yes No [Go to PART B]

If Yes, what is the consent number CRC _____ What condition(s) do you wish to change? _____

Please describe the change and what effect it will have on the environment and any potentially affected parties: (Use separate page if required) _____

[Please complete the relevant sections of PART B.]

PART B: GUIDELINE TO PREPARING AN ASSESSMENT OF EFFECTS ON THE ENVIRONMENT (AEE)

For your application to be accepted, an assessment of effects must be included with your Application for Resource Consent. This form is a guide to help you prepare an AEE. When completing the following sections please read the associated notes and provide as much information as possible; you may need to check with our Customer Services Section or on the ECan web site. Giving a full assessment can reduce the cost of your application.

1. DESCRIBE THE PROPOSED ACTIVITY

(a) What type of work is to be carried out?

	How many?		How many?
<input type="checkbox"/> Install a water bore	_____	<input type="checkbox"/> Install a gallery	_____
<input type="checkbox"/> Alter an existing water bore	_____	<input type="checkbox"/> Alter an existing gallery	_____
<input type="checkbox"/> Deepen an existing water bore ^o	_____	<input type="checkbox"/> Install a bore for construction purposes	_____
<input type="checkbox"/> Install a hydrocarbon bore	_____	<input type="checkbox"/> Install an open bore (no casing)/water hole	_____
<input type="checkbox"/> Decommission a hydrocarbon bore	_____	<input type="checkbox"/> Install a temporary monitoring/investigation bore*	_____
<input type="checkbox"/> Decommission a bore	_____	<input type="checkbox"/> Install a permanent monitoring/investigation bore*	_____
<input type="checkbox"/> Replacement irrigation bore	_____	<input type="checkbox"/> Other : _____	_____

(see Note 39 and complete 1(b) below)

^oNote: Past experience has shown that unforeseen problems can arise while deepening a bore. We therefore encourage you to apply to install a new bore as well. You will need to tick the relevant box above. Please note this may incur an additional monitoring charge.

*Please specify the purpose of the proposed monitoring/investigation bore(s): _____

(b) Existing Bores

Is this application to replace an existing bore that will no longer be used? Yes No [Go to 1(c)]

(i) If yes, please provide the old bore number (if known) _____

(ii) The existing bore is to be replaced because it:

- | | |
|--|--|
| <input type="checkbox"/> has become unreliable | <input type="checkbox"/> is in disrepair / collapsed with age |
| <input type="checkbox"/> has become contaminated | <input type="checkbox"/> has insufficient water (will be deepened) |
| <input type="checkbox"/> has insufficient water | <input type="checkbox"/> other (please state) _____ |

(iii) Will this bore be permanently decommissioned? Yes No (See Note 10)

Note: If you have a water permit for this bore, you will either need to change the conditions of your existing water permit to include any new bore, or apply for a new water permit. If unsure please contact our Customer Services Section.

Exception to the above note: Replacement irrigation bores – where the old bore has collapsed or is not yielding sufficient flows: The new bore must be drilled to the **same depth** and **within 10 metres** of the old bore, otherwise the above note applies.

(c) Bore details

Proposed bore diameter: _____ mm Proposed bore depth: _____ m (See Note 11)

(d) Gallery details (see Note 13 for a definition of a gallery)

Please supply a plan and cross-section diagram of the gallery

Length: _____ m Width: _____ m/mm Depth: _____ m

Orientation (north/south): _____ Associated bore number (if applicable): _____

(e) Drilling details

Method of drilling:

Rotary Percussion Rotary/Percussion Machine dug

Other, please specify _____

Name of driller: _____

(f) Galleries installed in the bed or banks of a river or lake

Will the gallery be installed in the bed or banks of a river or lake? Yes No

If you are unsure, contact our Customer Services Section.

If yes, you will need to provide more information on other effects. (See Note 14)

(g) Has your proposed bore already been allocated a number? No Yes –

Bore Number: _____

2. LOCATION OF PROPOSED ACTIVITY

Please show the location on a topographical map (available from our Customer Services Section), with road names clearly marked (see Notes 37, 33 & 21). **If a topographical map is not received with your application, you will be asked to provide one. (See Note 37)**

You have two location choices as follows (please tick ONE) :

A fixed location Used when bores are to be deepened or altered, if an application to take water has been received or if a permit to take water has been granted.

Please provide a **Map Reference** (in Part A Section 4)

Note: The location of the bore must be the same in both your Bore and Water permits. Both your Bore Permit and your Water Permit may be invalid if the bore is installed more than 20 metres from where it is permitted to be.

A designated area Used for all proposed bores (other than those above).

You will need to **provide a map** with the proposed drilling AREA marked on it. The designated area can be to a maximum of one kilometre square or set to the boundaries of the property, whichever is the smaller. The area can cover all or part of the land parcel.

Note: If the bore is drilled outside the designated area, you will need to apply to change your consent conditions.

For guidelines and specific separation distances from a fixed location or a designated area, see notes 9, 21, 31 & 37. **IT IS YOUR RESPONSIBILITY TO BE AWARE OF AND COMPLY WITH THESE DISTANCES.**

Please provide distances (in metres) as accurately as possible to the following features from the fixed location or designated area where the bore is proposed to be drilled:

- nearest bore your neighbour is authorised to use _____ metres
- nearest bore on your property _____ metres
- nearest permanent or intermittent surface water (stream/river) _____ metres
- nearest sewage/source of contamination _____ metres
- nearest neighbour's dwelling or structures _____ metres

3. SITES OF NATURAL AND/OR CULTURAL SIGNIFICANCE

Note: If you are unsure of the answer to the following questions please check with our Customer Services Section.

(a) Are there sites of natural significance within a 1000 metre radius of your proposed bore location? Yes No

If yes, what is the site and its approximate distance? _____

(b) Are there sites of cultural significance within a 1000 metre radius of your proposed bore location? Yes No

If yes, what is the site and its approximate distance? _____

(c) Is the proposed bore location within a Silent file area? Yes No

A Silent file area is an area identified by Ngai Tahu as being the general location of wahi tapu (sacred places) or other special sites. The Silent file areas have been specified in Te Whakatu Kaupapa – the Ngai Tahu Resource Management Strategy for the Canterbury Region. Our Customer Services Section can advise you if your site is located within a Silent file area.

Note: It is the applicant’s responsibility to consult the local Runanga if the proposed bore site is within a silent file area.

4. CONSULTATION

Please detail any consultation you have undertaken with neighbours, local Runanga, Department of Conservation or any persons or other organisation regarding your proposal. Please attach a copy of any written comments they have given you.

Note: If your neighbour is concerned about the proximity of your proposed bore to his/her boundary, or existing bores, he/she may object to any subsequent water permit application you may require.

A land use consent may not be the only authorisation required to install the bore at your chosen location. It is up to you to obtain any permissions and easements you may need from landowners and others in order to secure access to install the bore.

Consultation undertaken: _____

5. ASSESSMENT OF ACTUAL AND POTENTIAL EFFECTS

Please comment on whether you think the installation/alteration of your bore will have any of the effects listed in (a) (b) (c) and (d) below. The more information you provide, the faster we can process your application.

(a) Effects of bore installation/alteration on groundwater quality during construction.

Will your activity comply with New Zealand Standard 4411:2001 (Environmental Standard for Drilling of Soil and Rock)?

My activity will comply with the following mitigating measures:

- Drilling fluids and additives (2.4.1) Yes No
- Casing requirements (2.4.2) Yes No
- Grout types and specifications (2.4.3) Yes No
- Screens and Gravel pack (2.4.4 & 2.4.5) Yes No
- Bore Construction and maintenance (2.5 & 2.6) Yes No

If you have ticked No to any of the above mitigating measures, please give reasons why it will not be complied with:

(b) Effects of bore installation/alteration on aquifer integrity and pressure during construction. (See Notes 1, 25)

Will aquifer integrity and pressure be affected by the installation/alteration of your bore?

Yes No

If Yes, what mitigation methods will be taken to ensure any adverse effects are minor?

(c) Effects of noise and vibration during bore installation/alteration on neighbours and/or neighbouring structures.
(See Note 31 (c))

Will noise and vibrations affect neighbours and/or neighbouring structures?

Yes No

If yes, please advise how you will mitigate this effect (see Note 18).

(d) Effects of bore installation/alteration on tangata whenua values or heritage values. (See Note 35)

Will tangata whenua values or heritage values be affected?

Yes No

If yes, please explain why.

Koiwi Tangata (See Note 19)

I agree to the mitigation measures below being a condition of my consent. Yes No

In the event of any disturbance of Koiwi Tangata (human bones) or taonga (treasured artefacts) the applicant will:

- (a) cease any further drilling for a period of at least 24 hours and
- (b) immediately advise the Canterbury Regional Council of the disturbance and
- (c) immediately advise the Upoko Runanga of [the local Runanga], or his representative, of the disturbance.
- (d) The New Zealand Historic Places Trust shall be notified and a response obtained before work recommences.

Comments:

6. MULTIPLE SCREENING (See Note 25)

Environment Canterbury has policies that discourage the use of multiple screens in a bore. Multiple screening can lead to the connection of distinctly different water bearing layers resulting in water contamination and loss of aquifer pressure. You may also cause damage to your pump and rusting of your bore casing if the water in your proposed bore is drawn from below the level of the shallowest screen. **[Go to 7]** or see below

Yes, I am considering screening more than one water-bearing layer. Please note that this may require your application to be publicly notified. Please outline below the methods you will take to avoid effects such as loss of pressure between water bearing layers and potential contamination of water from water bearing layers containing higher concentrations of contaminants.

Mitigation methods: _____

(Use separate page if required)

7. MITIGATION MEASURES AND BORE INSPECTION/RECORDING

(a) Will your drilling records comply with those in the New Zealand Standard 4411:2001 Section 4 Environmental Standard for Drilling of Soil and Rock?

Yes No

If No, please explain why: _____

(b) The following summarises some of the matters that could become conditions on your consent if granted. These conditions include the provision for accurate recording and monitoring of bores (see Associated Notes for full wording):

(i) Bores

- Only one aquifer shall be accessed (Note 1)
- Zones of different pressure, quality or temperature shall be sealed (Note 1)
- The annulus of the bore shall be sealed with grout (Note 17)
- Construct a bund (Note 4)
- A concrete pad around the casing at ground level (Note 17)
- The top of the bore shall be covered (Note 17)
- A fence to be constructed (Note 12)
 - A bung for water level measurements (Note 24)
 - A tap to measure water quality (Note 36)
- Label the bore (Note 20)
- Shall be located at least 50 metres from the bank of a river or stream (Note 31)
- Shall be located at least 50 metres from any bore that your neighbour is authorised to use (Note 31)
- Shall be located at least 50 metres down gradient and 30 metres in any other direction from a discharge from an on site sewage system. (Note 31)
- The bore shall be filled to ground level with bentonite or concrete grout.
- Bore Compliance & Installation Reports to be returned (Note 3)

(ii) Galleries (see Notes 13 & 14)

- A sealing layer shall be installed (Note 13)
- Clean material to be used (Note 13)
- The gallery shall be backfilled (Note 13)
- A fence to be constructed (Note 12)
- Notify ECan not less than 48 hours prior to commencement of works (Note 26)
- Label the gallery (Note 20)
- Bore Compliance & Installation Reports to be returned (Note 3)

If you are unwilling to accept conditions related to the matters listed above, please outline what conditions you are unable to meet and why:

8. TAKING WATER

If you **DO NOT** intend to take water, please go to **PART C** of this application form.

(a) Water use The proposed use of water taken from the bore is:

- | | | |
|--|---|--|
| <input type="checkbox"/> Domestic water supply* (see Notes 9, 31 and 38) | <input type="checkbox"/> Stock* (see Note 38) | <input type="checkbox"/> Industrial |
| <input type="checkbox"/> Irrigation | <input type="checkbox"/> Small community supply (see Note 33) | <input type="checkbox"/> Dairy |
| <input type="checkbox"/> Other*, please specify _____ | | <input type="checkbox"/> Public supply |

Proposed yield: _____ l/sec

Note: * Water permits may **NOT** be required for these activities.

(b) Activities requiring Water Permits – Please also read Part D

If a water permit is required, we encourage you to apply for it at the same time as this consent (See note 38).

(i) Do you have an existing permit to take water from this bore? Yes No [Go to (ii)]
 If you have a water permit, please provide detail the consent number? CRC _____
 [Go to Part C]

(ii) Has a water permit application been submitted with this application? Yes [Go to Part C] No [Go to (iii)]

(iii) If you require a water permit but have not yet applied what date do you think you will apply (approximately)?

Note – This question is compulsory.

_____ / _____ / _____

PART C: OTHER INFORMATION

1. PREVIOUS CONSENTS

(a) Have you held any previous consents at this site for this activity or any related activities? Yes No
 If yes, please supply the consent reference number(s) or consent holder's name (if different from current applicant's name).

CRC _____ NAME _____

(b) If your application is to replace an existing consent which has not yet expired, do you agree to your application being processed outside the timeframes set out in the Resource Management Act (Section 37(5A) approval) but before the expiry of your existing consent? Yes No N/A

2. NOTIFICATION

If your assessment of effects has shown that adverse effects on the environment are likely to be more than minor and/or there are people who may be adversely affected from whom you are unable to obtain written approval, you may wish to request that your application be publicly notified in order to avoid possible delays in the processing of your application.

The final decision to notify or not notify an application will still be made by Environment Canterbury.

Please note that an application cannot be notified unless there is sufficient information for the notice that makes it clear what is being applied for, and how it might affect the environment (including people).

I request that my application is notified. (tick box)

3. DURATION REQUESTED

Please specify the duration sought for your consent: _____ years _____ months.

The standard duration for bore permits has been set at **three** years. For bores/galleries that require water permits and are located in highly allocated groundwater zones, the standard duration is for **five** years. If you require a longer duration, please specify the reasons:

Note: The maximum duration allowed under the Act is 35 years.

4. START DATE

Resource consents lapse five years after their commencement date unless the consent has been given effect to or an application is made to Environment Canterbury to extend this period.

What date do you propose to start the activity? _____ (date/month/year)

5. ERRORS AND OMISSIONS

When you receive your Resource Consent Documents please check that the details are correct. You have a 15 working day period after the decision is notified to allow you to object or advise of errors or omissions without cost.

ADDITIONAL NOTES TO APPLICANTS

1. Your application must be publicly notified unless Environment Canterbury is satisfied that the adverse effects on the environment will be minor and written approval has been obtained from every person Environment Canterbury considers may be adversely affected by the granting of your application (unless Environment Canterbury considers it unreasonable to require the obtaining of every such approval). Enclosed is a form "Written Approval of Persons Likely to be Adversely Affected" to help you obtain such approvals.
2. Section 128 of the Resource Management Act 1991 sets out the circumstances in which Environment Canterbury may review the conditions of a resource consent. Under Section 128(c) Environment Canterbury may undertake a review at any time if the application contained any inaccuracies which materially influenced the decision made.
3. The information you provide with your application is official information. It will be used to process your application and, together with other official information, assist in the management of the region's natural and physical resources. Access to information held by Environment Canterbury is administered in accordance with the Local Government Official Information and Meetings Act 1987, and Privacy Act, 1993. Your information may be disclosed in accordance with the terms of these Acts. Public access is also provided to consent information via Environment Canterbury's website. It is therefore important you advise Environment Canterbury if your application includes trade secrets and/or commercially sensitive material.

PART D: SIGNATURE AND DATE

Applicants who intend to take groundwater please read the following information.

Please contact our Customer Services Section if you have any further inquiries regarding the following.

1. **This application form is for a permit to drill a hole (bore) and this kind of permit is a land use consent/bore permit and it is NOT A WATER PERMIT.**
2. **A land use consent/bore permit does not authorise the taking of groundwater.**
3. **In some zones the taking of groundwater for domestic and stock water purposes is permitted, provided certain conditions are met.**
4. **In most situations a water permit is required to take groundwater.**
5. **If you require a water permit you will need to provide an Assessment of Environmental Effects (AEE) with your water permit application.**
6. **If a groundwater take is likely to cause adverse effects that are more than minor, i.e. restrict the water available in neighbouring bores or affect surface flows, the application for a water permit may be declined.**

For all applicants:

I have read and understand all the information on this application form. I understand that I am liable to pay all actual and reasonable charges relating to the processing of this application.

I also understand that if the application is granted, I will be liable to pay all actual and reasonable charges related to compliance monitoring of that consent.

Signature of applicant

Date

Full name of person signing – please print

– Environment Canterbury must have written authorisation.

Signature of consultant

Date

Full name of person signing – please print

Note: Environment Canterbury must have written authorisation. Both the consultant (if used) and the applicant must sign this section.

CHECKLIST

Have you remembered to:

- Complete all the details set out in **Part A** of this application form.
- Complete an assessment of effects of the activity on the environment, set out in **Part B** of this application form
- Enclose a **topographical plan** (or see Note 37).
- Include a copy of the **certificate of title**, rates demand, subdivision plan or valuation notice for the site your application relates to.
- Sign and date** Part D of this application form.
- Include the **appropriate deposit** charge as set out in the “Summary of Resource Consent charges”.
- Consult local Runanga if your proposed activity occurs:
 - (a) Within a statutory acknowledgement area?
 - (b) Within a silent file area?
 - (c) Close to a site of cultural significance? Or
 - (d) Otherwise affects a site of cultural significance?

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