How to use 'Summit Up'

About Summit Up

Partially Operative District Plan
Summit Up - Summary of Appeals

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Summit Up is Selwyn District Council's online database which summaries all appeal submissions received on the Partially Operative Selwyn District Plan, and the decisions requested by appellants. This summary includes the original appeals and s274 parties.

Summit Up is only a summary of the appeal and s274 party submissions received. To fully understand the issues raised by an appellant or s274 party, their submissions should be read in full (a link to the full submission is included in Summit Up), together with any supporting material that might have been included.

The online summaries of appeal and s274 party submissions have been designed so that users can easily find the information that is of most interest to them. This includes being able to find all submissions that have been allocated to the same hearing topic.

Summit Up has been set up as simple searchable tables:

· one for all the appeal submissions, and

· one for s274 party submissions.

This information sheet outlines the multiple ways in which a user can find relevant original or further submissions, for example based on 'Topic', 'Plan Reference' or submission type, in addition to searching for a specific submitter's submission. At the end of the document you can also find answers to most common questions.

What information on original submissions can you find in Summit Up?

Below the clickable tabs/quick links you can see the following screen. Information provided here is all about original submissions:

Here's what the columns show:

Column/Filter name	Description	Can I use this field to 'filter' submissions?
Topic	The Partially operative District Plan's topics are listed by shortcode, eg GRUZ or SASM	Yes
Provision Type	You can filter appeal by Objective, Policy, Rule, or Rule Requirement. The options of Chapter and Explanation have also been provided and are used where the submission point relates to either an entire Chapter or an area within the Chapter that doesn't have a Plan Reference, for example a Note for Plan Users.	Yes
Submitter No	The unique identifier number assigned to individual submitters also provides link to the submitter's contact information. This information is necessary for purposes of serving a 274 party submission.	Yes
Summary	Summary of points made in appeal submission.	No
Appellant	Full name of the appellant	Yes
Relief Sought by Submitter	Outcome the submitter would like to see.	Yes
Link to documents	Link to view a copy of the original appeal in full and associated documentation.	Yes

Using the filters to search original submissions

Search by 'Appellant' or 'Submitter No'

If you want to see all submission points from a specific submitter you can do it by either their:

· Submitter No, eg DPR-0207 - select the small black arrow next to the 'Submitter ID' filter 'and select the relevant submitter ID.

· Appellant, eg Chorus New Zealand Limited - select the small black arrow next to the 'Submitter Name' filter and select the relevant submitter.

If you appealed the Partially Operative Selwyn District Plan, this is a good place to start to see how your submissions points have been summarised and coded to different parts of the Plan.

If an appellant has made more than one submission point and you subsequently want to view the topics or specific provisions that the submitter's submission relates to, you can further filter for more detailed information. Alternatively you can 'Clear Filter' and restart your search.

Search by 'Topic'

If you want to see all the appeal points on a specific topic, select the small black arrow next to the 'Topic' filter and select the relevant topic, eg APP.
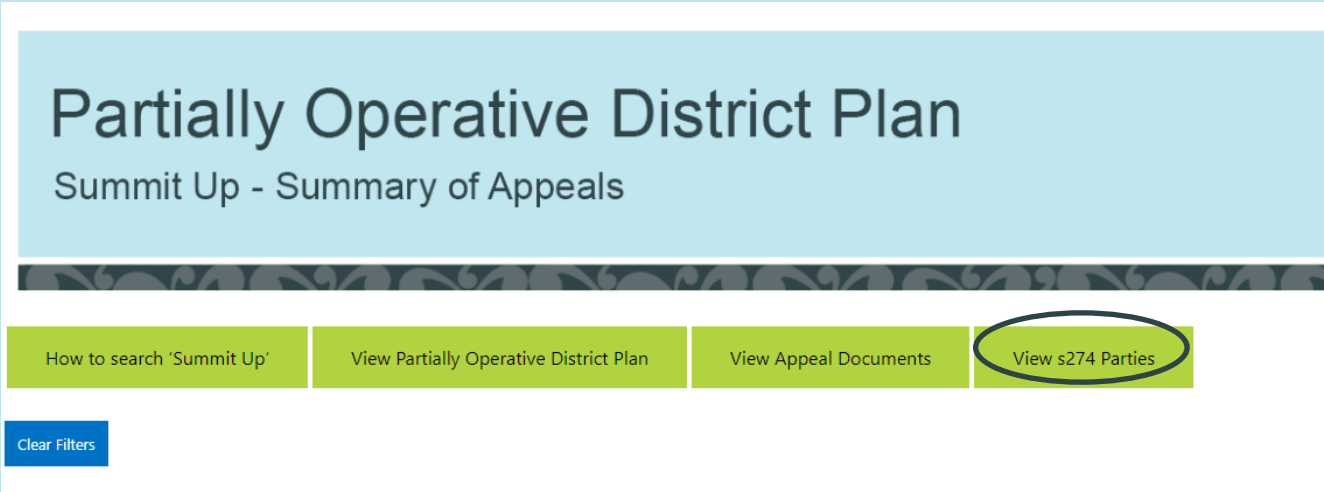

Search by 'Provision Type'

If you want to see what an appellant or s274 party submission have said about specific provisions, eg policy, you can filter your search by using the small black arrow next to the 'Provision Type' filter and select the relevant type.

How to search s274 parties in Summit Up?

To find s274 party submissions click the 'View s274 Parties' tab at the top of the Summit Up page.

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Clear Filters

Once you open the page, you can see the following information on the screen:
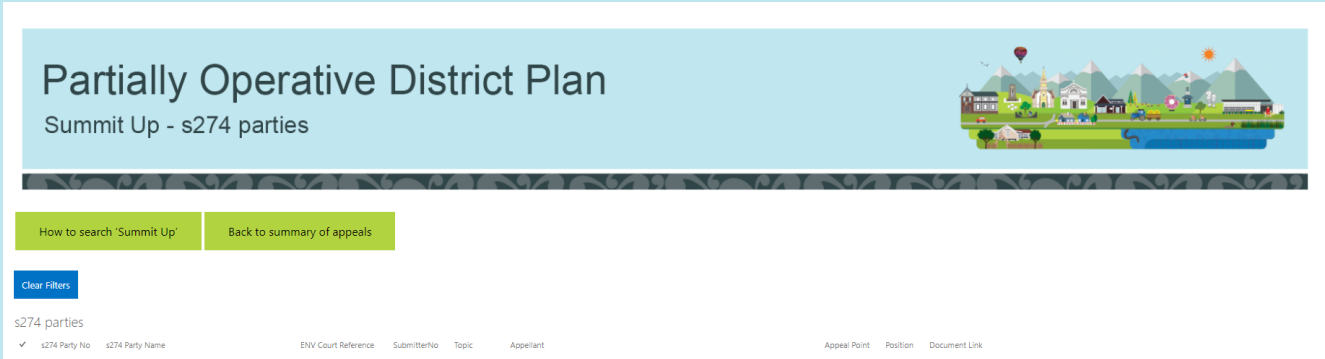
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Clear Filters

s274 parties

| ✓ | s274 Party No | s274 Party Name | ENV Court Reference | SubmitterNo | Topic | Appellant | Appeal Point | Position | Document Link |

Here's what the columns show:

Column/Filter name	Description	Can I use this field to 'filter' submissions?
s274 Party No	The unique identifier number assigned to individual s274 parties also provides link to the submitter's contact information. Note that if you made an original submission, s274 party ID will be the same as your original submitter ID.	Yes
s274 Party Submitter Name	Full name of the s274 party	Yes
Environment Court #	The reference number assigned by the Environment Court	Yes
Topic	Partially Operative Selwyn District Plan's topics are listed by shortcode, eg GRUZ or SASM	Yes
Original Appellant ID	The unique identifier number assigned to individual submitters also provides link to the submitter's contact information.	Yes
Original Submitter Name	Full name of the submitter	Yes
Point #	Submission point number as allocated by the Council.	Yes
Position	Support or Oppose in full or in part, or Neither Support nor Oppose where no position is clearly articulated in the submission.	Yes
Summary	Brief synopsis of submitter's views on the original submission.	No

Using the filters to search further submissions

Search by 's274 Party No' or 'Submitter Number'

If you want to see all further submission points from a specific submitter you can do it by their:

· s274 Party No, eg DPR-0440 - select the small black arrow next to the 's274 Party Name' filter and select the relevant 's274 Party ID'.

· s274 Party Name, eg Environmental Defence Society Incorporated - select the small black arrow next to the 'Submitter Name' filter and select the relevant submitter.

· If you made an original submission, s274 Party submitter ID will be the same as your original submitter ID.

If a s274 party has made more than one submission point and you subsequently want to view the topics or specific provisions that the further submitter's submission relates to, you can further filter for more detailed information. Alternatively you can 'Clear Filter' and restart your search.

Search by 'Appellant Name'

Use this filter if you made an appeal and wanted to see how many further submissions have been received in relation to your submission points.

Answers to most common questions

How can I find my original appeal?

You should have received confirmation from the Environment Court with the Environment Court Number. To find the summary of your submission, search the Summit Up database by using the filter 'Submitter No' or alternatively 'Appellant' (as outlined above) or ENV Court Reference' (as shown below). In the search results you can also find a link to a copy of your original submission and any additional correspondence associated with it, such as where Council has sought clarification of any aspects of your submission while summarising it.

How can I find my s274 Party submission?

To find your s274 submission, search the Summit Up database by using the filter 's274 party No' or alternatively 'Appeal Name'. In the search results you can also find a link to a full copy of your further submission. Note that if you made an original submission, the appeal or s274 party submitter ID will be the same as your original submitter ID.

How can I find a copy of appeal or s274 party submission?

You can access a full copy of the original appeal or s274 submission in Summit Up under the columns 'View Appeal Documents' and 'View s274 Parties'.

How can I see what decisions have been requested by the appellant?

This information is in the 'Relief Sought' column of the Summit Up table. In some instances you may need to refer to the full submission for more detail, by clicking the link supplied.

What's with all the acronyms?

The National Planning Standards require councils across New Zealand to start standardising district plan content. One aspect of this is using unique identifier codes and specific chapter names:

Delete as notified and replace with:
Fresh water or geothermal water in a river, lake, stream, pond, or wetland, or any part thereof, which is not located within the coastal marine area.

DPR-207 Selwyn District Council

ABB	Abbreviations	APP	Appendices
ASW	Activities on the Surface of Water Chapter	CE	Coastal Environment Chapter
CL	Contaminated Land Chapter	CMUZ	'Commercial and Mixed Use Zones'
DEF	Definitions	DES	Designations Chapter
DEV	Development Areas Chapter	DPR-GEN	Points related to multiple sections of the Plan
DPZ	Energy and Infrastructure Chapter	EI	Energy and Infrastructure Chapter
EIB	Ecosystems and Indigenous Biodiversity Chapter	EW	Earthworks Chapter
GIZ	General Industrial Zone	GRAZ	Grasmere Zone
GRUZ	General Rural Zone	GRZ	General Residential Zone
HAZS	Hazardous Substances Chapter	HH	Historic Heritage Chapter
HPW	How the Plan Works	INTRO	Introduction
KNOZ	Knowledge Zone	LCZ	Local Centre Zone
LFRZ	Large Format Retail Zone	LIGHT	Light Chapter
LLRZ	Large Lot Residential Zone	LRZ	Low Density Residential Zone
MANA	Tangata Whenua/Mana Whenua Chapter	MPZ	Māori Purpose Zone
NATC	Natural Character Chapter	NCZ	Neighbourhood Centre Zone
NDI	National Direction Instruments Chapter	NFL	Natural Features and Landscapes Chapter
NH	Natural Hazards Chapter	NOISE	Noise Chapter
NON-DPR	Submission points that need to be dealt with via other avenues	PA	Public Access Chapter
PORTZ	Port Zone	RESZ	Residential Zones Chapter
REZONING	Requests to rezone land	SASM	Sites and Areas of Significance to Māori Chapter
SD	Strategic Directions Chapter	SETZ	Settlement Zone
SIGNS	Signs Chapter	SKIZ	Porters Ski Zone
SUB	Subdivision Chapter	TCZ	Town Centre Zone
TEMP	Temporary Activities Chapter	TEZ	Terrace Downs Zone
TRAN	Notable Trees Chapter	TREE	Notable Trees Chapter
UG	Urban Growth Chapter		

The shortcodes are also explained in the Proposed District Plan at www.selwyn.govt.nz/proposedeplan.