

Planning Unit

Application for a Section 226, 241 or 243 certificate

Sections 226, 241 and 243 - Resource Management Act 1991

Send or deliver your application to: Selwyn District Council, PO Box 90, Rolleston 7643

For enquiries phone: (03) 347-2800

Email to: rcapps@selwyn.govt.nz

1. Application

This form is to be used to request for a certificate under section 226, 241 or 243 of the Resource Management Act 1991. It must be accompanied by the required deposit together with plans, a record of title and other supporting information.

This request is for:

- ☐ Section 226 – Certification to allow a Record of Title to be issued for a separate allotment
☐ Section 241 – Cancellation of an amalgamation condition
☐ Section 243 – Surrender of an easement

Has a copy of the application been submitted electronically, i.e. on a flash drive or disk?

(Note: Providing an electronic copy can reduce the overall administration costs associated with the application.)

☐ Yes ☐ No

2. The Agent

Name of Agent (include the contact persons name if a company, trust or similar):

Landline:

Mobile:

Email:

Postal Address:

3. The Applicant

(Note: The Applicant is responsible to the Council for all costs associated with this application)

Full Name:

Landline:

Mobile:

Email:

Postal Address:

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

Signature:

Date:

Name:

4. The Site

Location of the proposed activity (street address):

Legal description of application site (state legal description (see the Record of Title) as at the date of application and, if titles are not yet available include details of relevant lot numbers and subdivision consent number):

5. Description of proposal

Consent reference number to which the request relates (if known):

Describe what is proposed, including reasons (use additional pages if necessary). Attach a copy of the deposited plan and any other supporting information:

I have included (where applicable):

☐ Easement instrument

☐ Relevant Title plans/ LT plans

Was there any pre-application advice/discussion prior to this application being made? ☐ Yes ☐ No

If Yes, what was the Planner's Name?

6. Declaration

I have completed all relevant sections of this form and I understand that my application may be returned as incomplete if it does not include all of the necessary information.

I understand that the fees paid on lodgement may be deposit only, and that the Council will invoice all costs actually and reasonably incurred in processing this application.

7. Privacy Information

All the relevant information on this form is required to be provided under the Resource Management Act 1991 for Selwyn District Council to process your application. Under this Act this information has to be made available to members of the public, including business organisations. The information contained in this application may be made available to other departments of the Council. You have the right to access the personal information held about you by the Council which can be readily retrieved. You can also request that the Council correct any personal information it holds about you.

8. Information

1. All applicants are asked to check the accuracy of the information supplied. Inaccuracies in information supplied can cause difficulties at a later date, such as additional costs, delays and legal proceedings initiated by the Council and/or by other persons.
2. The required **deposit** must be paid before processing of this application will start.
3. This application under the Resource Management Act 1991 is in addition to any building consent application required under the Building Act 2004.
4. When this application is lodged with the Selwyn District Council, it becomes public information and is available for public inspection. If there is commercially sensitive information in the proposal, please let us know.
5. **If your application is inadequate, it may be returned to you unprocessed.** If additional information is required, you will be advised and processing of the application will be suspended until the information is received. To avoid delays and cost it is in your best interests to submit a complete application.

Office Check

☐ Information received and complete

yes / no

Resource management #: _____ Date: _____

☐ Receipt #: _____