

Land Repair Enquiry Form

Do my land repair works need resource consent?

Email to: landrepairenquiries@ccc.govt.nz; or

Deliver to: Christchurch City Council, 53 Hereford Street, Christchurch; or

Send to: Christchurch City Council, PO Box 73013, Christchurch Mail Centre, Christchurch 8154.

For further information or enquiries about filling in this form, phone 941 8999 or visit www.ccc.govt.nz/landrepair

1. About this form

This enquiry form is to be used where a landowner has received a Land Settlement Pack from the Earthquake Commission (EQC) for damage to their land, and needs to confirm whether their land repair works are a permitted activity or will require resource consent from the Christchurch City Council and/or Environment Canterbury.

You will need to attach information from your EQC Land Settlement Pack as well as some details of the repair work you intend to carry out, so that the councils can check compliance with the planning rules.

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. Your insurer, building company or land repair specialist may be able to help you with any resource consent requirements, so we recommend that you check with them (if relevant) before filling in this form.

Have you had any previous discussion with Council or Environment Canterbury staff about your land repair works? Yes No

If Yes, please provide the person's name (if known) and organisation:

2. Property

Address of property:

3. Property owner details

Full Name(s):

Postal address:

Post code:

Landline:

Mobile:

Email:

How would you like to receive written confirmation about any resource consent requirements?

Email

Post

4. Land damage information

Please attach copies of the following documentation from your EQC Land Settlement Pack:

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

If there is additional land damage not covered by EQC, and you wish to repair this as well, please either show this on the Land Sketch (if it is not already shown) or provide a separate plan.

5. Proposed 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 "Guide to Settlement of Canterbury Flat Land Claims" or "Guide to Settlement of Canterbury Port Hills Land Claims", or you may wish to use different repair methods. If your repair works involve insertion of grout or aggregate piers, soil mixing, or the use of treated timber piles, please include details. Attach any plans or other relevant information.

Please answer the following questions about your proposed land repair works:

Will you be excavating any soil? Yes No

If yes: How deep will the excavation be?

Approximately how much soil will be excavated (m³)?

Will you need to remove more than 5m³ of soil from the site, and if so, approximately how much soil will be excavated in total (m³)? (As a rough guide, a household trailer usually holds around 0.6 – 1m³)

Note: The measurements of land damage on the EQC Land Assessment Sheet are shown in m² (or area). To work out the volume in m³, multiply the area by the depth stated on the sheet.

Will you be filling any part of your land (placing soil or similar on top of or into the ground)? Yes No

If yes: What will be the maximum height/depth of the fill?

Approximately how much fill/soil will you be adding? (m³)

What fill material will you be using (e.g. soil, sand) and where will you be getting it from?

Will any of the fill be placed on top of the existing ground level? Yes No

If yes: Approximately what volume (m³) and height (m) will be placed above the existing ground level?

Will your repair works involve any structures (e.g. retaining walls)? Yes No

If yes: Please describe or attach details, including height, length and location:

Is there a protected tree on or near your property? Yes No

If yes: Will you be carrying out earthworks under the dripline of the tree (the area underneath the branches)? Yes No

Is there a waterway on or within 20 metres of your property? Yes No

If yes: How close will any earthworks be to the bank of the waterway?

Do the land repair works involve installation of a drainage system to remove excess water? Yes No

If yes: Where will the water be discharged to (e.g. stormwater network, river)?

Will you need to “dewater” the site (pump water out of a hole temporarily) while the works are carried out? Yes No

If yes: Where will the water be discharged to (e.g. stormwater network, land, river and the location)?

How the works will be carried out:

Will the repair work be designed and supervised by a geotechnical engineer? Yes No

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

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

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

If yes: Has a Project Information Memorandum (PIM) or Building Consent been sought for the building work? Yes No

Please provide the project reference number (e.g. ABA or BCN number):

6. Notes for the property owner

- This enquiry form is not an application for resource consent. The purpose of the form is to check whether resource consent is required from the Christchurch City Council and from Environment Canterbury. We will review the information you have provided, and will send you written confirmation of whether resource consent is required from the Christchurch City Council, or from Environment Canterbury, or from both. We may contact you if we need further information to check compliance with the rules.
- If your land repair works require resource consent you cannot commence work until consent has been applied for and granted.
- This enquiry form relates to Christchurch City Council and Environment Canterbury planning requirements only. If your land repair work involves construction of a retaining wall or installation of a drainage system, you are likely to need a building consent from the Christchurch City Council. You can check this by contacting the Council’s Duty Building Consent Officer on 941 8999.
- If there has been building damage or demolition on the property you should contact your insurance company to find out whether there is any benefit in co-ordinating the land repair work with your building repair or rebuild.
- This form and the information provided with it will be held on your Christchurch City Council property file.

7. 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 these councils which can be readily retrieved. You can also request that the councils correct any personal information they hold about you.