day month year

03 941 8999

53 Hereford Street  
Christchurch 8013

PO Box 73013  
Christchurch 8154

**ccc.govt.nz**

Name

Address line one

Address line two

Address line three

Christchurch XXXX

Dear +

Confirmation of permitted boundary activity – RMA/+ - Address

Thank you for your application for a permitted boundary activity / resource consent.

**Description of activity:** +

**Site address:** +

**Boundary rules infringed:** +

**Plan references:**  + *references of plans signed by owners of allotments with infringed boundaries*

I am pleased to confirm that your proposed activity meets the requirements of sections 87AAB and 87BA of the Resource Management Act 1991, and is therefore a **permitted activity** under section 87BA(1).

*OR if the application was originally received as a resource consent application*

I am pleased to advise that your proposed activity is a **permitted boundary activity** as it meets the requirements of sections 87AAB and 87BA of the Resource Management Act 1991.

This is because the only District Plan rule/s infringed by the proposal is a/are boundary rule/s, and you have provided all of the necessary information, including written approval and signed plans from all of the owners of the adjoining property/ies. A resource consent is therefore not required for infringing these rules.

**Advice notes**

1. This notice will lapse 5 years after the date of this letter unless the activity is given effect to (established) by then.
2. This notice is valid only for the activity described above and shown on the signed plans submitted. If the activity changes, a resource consent may be required. A stamped copy of the plans is **attached** for your records.
3. A certificate of compliance (under section 139 of the Act) cannot be applied for in respect of this activity.
4. A resource consent for <outline the relevant NES regulations> has been issued separately / is being processed separately and must be obtained before work can commence.

**Building consent**

A building consent must be obtained under the Building Act 2004 prior to commencement of construction.

*Check Connect or Smartmap to see if a building consent has been issued for the project. If so, check that the approved RC plans match the BC plans in TRIM.*

*If the plans match, lapse the s.37 notice in Connect. If the plans don’t match, do not lapse the s.37 but phone the applicant to let them know, and include an explanation in this section of the letter. If the BC hasn’t been issued, don’t lapse the s.37 in case the BC plans are amended. Tell the BCO that the RC has been issued and ask them to let you know when the BC is ready to issue. Then lapse the s.37 if the plans match.*

I have arranged for the Section 37 certificate on your building consent to be removed.

*OR*

*Explain how the RC plans differ from the BC plans and that the building consent plans will need to be amended…*

*OR*

If you have not yet applied for a building consent, reference to this letter in your building consent application will assist the Council in processing the consent.

**Fees**

Please note that the fee you have paid is a deposit towards the cost of processing your application. An invoice for any additional fees will be forwarded to you shortly if the costs exceed the deposit paid.

If you have any queries regarding this letter please contact me.

Yours sincerely

[insert signature with name and position but not date/time]

**Delegated Officer:**

[insert signature with name and position]