

REQUEST FOR [FREETEXT] INPUT (INTERNAL)

To: [FREETEXT – name/team]

From: Valda Minifie
Planner, Northern Resource Consenting and Compliance

Date: 04-May-2015

Site Address: 362 Matakana Valley Road, Matakana 0985

Applicant: Three Blokes Limited

Council Ref: REG-64137

Zone: [FREETEXT] Operative District Plan

Limitations/Overlays: [FREETEXT – include district and regional plan matters]

Regional Consent: [FREETEXT – include regional consent type or delete if n/a]

Overall activity status [FREETEXT]

Accepted for processing (s88): ☐ Has been accepted for processing. ☐ Not yet accepted for processing.

1. DESCRIPTION

Council has received a proposal to [FREETEXT – be brief and to the point - please note any previous consents/applications that will be of relevance to the specialist too.]

2. REASON FOR SPECIALIST INPUT

Specialist input is required because [FREETEXT – be brief and to the point – e.g. to review arboricultural information provided with an application, to review an application under the regional plan, etc. Please note here if the application is likely to be rejected]

3. INITIAL REVIEW – RESPONSE REQUIRED WITHIN 48 HOURS OF 04-May-2015 [delete this section if the application has already been accepted for processing]

Please review the attached material and advise me as soon as possible if you have adequate information to assess the application (s88). As the application has yet to be lodged, please do not undertake a site visit or commence report writing until you are advised that the application has been accepted.

If the application is to be rejected, please advise of any potential s92 issues

4. ASSESSMENT – RESPONSE REQUIRED WITHIN 5/10 (delete one) DAYS OF 04-May-2015

Description of input required	[FREETEXT: describe the specialist inputs required, please specify: • Whether a full assessment or technical peer review is required • Technical matters, technical publication, and/or district/regional plan matters to be addressed • Any recommended conditions to avoid/remedy/mitigate adverse effects Any particular matters you want the specialist to address, such as an issue you have noted in the application, or for regional consents guidance on the
--------------------------------------	--

	applicable regional rules and policies]
Further information	Please provide further information (s.92) questions and reasons within 2/5 (delete one) days of 04-May-2015
Attachments	[FREETEXT: Detail relevant documents attached to this brief (if any)] Full application details are located in service centre to add standard file
Calculation of working days	Where received by the specialist team after 9am timeframe starts next full working day. Where received by the specialist team before 9am , the current day is the first working day.

Please note that the application has also been briefed to the following specialists:

[FREETEXT – add names/types of other specialists application has been/is to be sent to.

My contact details are:

Name: **Valda Minifie**
Phone: [FREETEXT]