

Resource Consent Application Form 37



Placement, use, alteration, extension, or reconstruction of a culvert in, on, over or under the bed of any river or connected area

This application is made under Section 88 of the Resource Management Act 1991

Phone: 0800 474 082

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IMPORTANT NOTES TO THE APPLICANT

[Consent for culverts is required under Clause 71 of the Resource Management \(National Environmental Standards for Freshwater\) Regulations 2020.](#)

This form is to be used for culvert activities that require consent. Refer to Section A.2 below for the consent triggers. If your activity does not trigger any of the matters set out in Section A.2, your activity is likely to be permitted under Clause 70 of the National Environmental Standards for Freshwater.

Ensure that you complete this Application Form 37 and Resource Consent Application Form 1 in full.

Apron: Means a hard (generally concrete) surface layer constructed at the entrance or outlet of a structure to protect the structure from erosion.

Bed substrate: Means the material that makes up the bed of any river or connected area (for example, sand, silt, gravel, cobbles, boulders, bedrock).

Culvert: Means a pipe, box, structure, or covered or arched channel that has an inlet and outlet that is in, and that connects the water or bed of, the same river or connected area.

River or connected area: Means –

- a. a river; or
- b. any part of the coastal marine area that is upstream from the mouth of a river

Wetted margin: For a structure in any river or connected area, means an area that—

- a. has shallower water that flows at low velocity; and
- b. is at the edges of the water flow; and
- c. is continuous over the length of the structure; and
- d. is suitable for the passage of climbing species of fish.

For the consent application to be processed efficiently in the minimum time and at minimum cost, it is critical that as much relevant information as possible is included with the application. If all the necessary information is not entered on the form or supplied with the application then Otago Regional Council may return your application, request further information, or publicly notify your application. This will lead to delays in the processing of your application and may increase processing costs. This application form, when properly completed, should provide an adequate "Assessment of Effects on the Environment" (AEE) where the adverse effects of a proposal are not significant. However, this can only be determined on application.

You may wish to provide a separate AEE using this form as template.

PART A: GENERAL

A.1	<p>Is this application (tick which applies):</p> <p><input type="checkbox"/> For a NEW consent to place, use, alter, extend, or reconstruct a culvert?</p> <p><input type="checkbox"/> To REPLACE a current consent to place, use, alter, extend, or reconstruct a culvert?</p> <p>Current consent number: _____</p> <p>Expiry date: _____</p>
A.2	<p>What is the reason you require consent?</p> <p><i>If you don't meet any of the criteria below, your culvert activity may be permitted under Clause 70 of the National Environmental Standards for Freshwater.</i></p> <p><input type="checkbox"/> The culvert will not provide for the same passage of fish up and downstream as would occur without the culvert (except as required to place, alter, extend, or reconstruct the culvert)</p> <p><input type="checkbox"/> The culvert will not be laid parallel to the slope of the bed of the river or connected area</p> <p><input type="checkbox"/> The mean cross-sectional water velocity in the culvert will be greater than that in the immediately adjoining river reaches</p> <p><input type="checkbox"/> The culvert does not meet the following guides</p> <p style="padding-left: 40px;"><i>where w = bed width, in metres, and s = culvert width where it intersects the bed, in metres</i></p> <p style="padding-left: 40px;">○ where w (bed width, in metres) $\leq 3m$, $s \geq 1.3 \times w$</p> <p style="padding-left: 40px;">○ where $w > 3m$, $s \geq (1.2 \times w) + 0.6$</p> <p><input type="checkbox"/> The culvert is not open bottomed, and the invert is placed such that less than 25% of the diameter is below the level of the bed</p> <p><input type="checkbox"/> The bed substrate will not be present over the full length of the culvert when the flow rate is at or below the flow for 80% of the time</p> <p><input type="checkbox"/> The culvert does not provide for continuity of geomorphic processes, such as the movement of sediment and debris</p>

PART B: LOCATION OF THE ACTIVITY

B.1 Location where culvert will be installed

Name of owner(s):

Address/Location:

Legal description(s) of the location (as shown on Certificate of Title)

Please attach a current (less than 3 months old) Certificate of Title to the application.

B.2 River or connected area where culvert is or will be

Name of the river or connected area:

Geographic co-ordinates for the location of the culvert within the river or connected area:

If the exact location is not yet known, please provide an estimate

The flow of the river or connected area:

For example, none, low, moderate, high

Is the river or connected area tidal?

Yes

No

If yes, please describe:

	<hr/> <p>Where the culvert is or will be, what is the width of the river or connected area at the water's surface?</p> <hr/> <p>Where the culvert is or will be, what is the width of the bed of the river or connected area?</p> <hr/> <p>What type of fish are present in the waterbody?</p> <hr/> <hr/> <hr/>
<p>B.3</p>	<p>Map or aerial image</p> <p>Please provide a map or aerial image showing:</p> <p><input type="checkbox"/> The river or connected area where the culvert is or will be located</p> <p><input type="checkbox"/> Within and near the area where the culvert is or will be located, identify:</p> <ul style="list-style-type: none"> <input type="radio"/> Any known habitat areas <input type="radio"/> Any other water bodies (including rivers, lakes, ponds, and streams) <input type="radio"/> Any wetlands <input type="radio"/> Any structures, utilities or infrastructure that may be affected by the culvert <p><input type="checkbox"/> A north symbol (oriented to the top of the page if possible) and scale bar</p>
<p>B.4</p>	<p>Additional information regarding the culvert location</p> <p>In addition to the map or aerial image required in B.3, you may also provide some photos of the river or connected area where the culvert is or will be installed. You may also provide some photos of existing culverts and associated works, if these reflect how the proposed activity will be managed.</p> <p>Description of any photos included:</p> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/>

PART C: NATURE OF THE CULVERT ACTIVITIES	
C.1	<p>What aspects of the culvert require consent?</p> <p><i>Most consents will likely cover the ongoing use of culverts. Depending on whether the culvert has already been placed, other aspects may also be required.</i></p> <p><input type="checkbox"/> Placement</p> <p><input type="checkbox"/> Use</p> <p><input type="checkbox"/> Alteration</p> <p><input type="checkbox"/> Extension</p> <p><input type="checkbox"/> Reconstruction</p>
C.2	<p>Has the culvert already been placed?</p> <p><input type="checkbox"/> Yes</p> <p><input type="checkbox"/> No</p> <p>If yes, when was the culvert placed?</p> <p>_____</p> <p>If no, when is the culvert intended to be placed?</p> <p>_____</p>
C.3	<p>Nature of the culvert</p> <p><i>Some of these matters may be more relevant to culverts that have already been placed. If the culvert has not yet been placed, please answer as best possible, or advise if not known or not applicable</i></p> <p>Asset identification number of the culvert (if known):</p> <p>_____</p> <p>Ownership of the culvert:</p> <p><i>For example, held by the Crown, regional council, territorial authority, New Zealand Transport Authority, KiwiRail Holdings Limited, publicly by another person or organisation, privately or unknown</i></p> <p>_____</p> <p>Number of barrels that (will) make up the culvert:</p> <p>_____</p> <p>Shape of the culvert:</p>

Length of the culvert:

Culvert diameter, or width and height:

Height of the drop (if any) from the culvert outlet:

Length of the undercut or erosion (if any) from the culvert outlet:

Material from which the culvert is made:

Mean depth of water through the culvert:

Mean water velocity through the culvert:

Are there any low-velocity zones downstream of the culvert?

Yes

No

If yes, please describe:

What is the bed substrate that is in most of the culvert?

For example, gravel, silt, sand

PART D: MANAGEMENT OF THE CULVERT

D.1 Placement of the culvert

This section only applies if the culvert hasn't been placed yet. If the culvert has already been placed, please continue to part D.2.

How will you manage the placement of the culvert?

Please provide details of how you will manage the placement of the culvert. This may include:

- timing of the placement*
- flow conditions and rain flow*
- equipment used to place the culvert*
- preparation works to place the culvert*

D.2 Ongoing use of the culvert

Describe any maintenance for the culvert:

This may include:

- Fencing to avoid stock damage, in accordance with the Resource Management (Stock Exclusion) Regulations 2020*
- Regular checks of the culvert*
- Clearing of the culvert*
- Clearing the upstream area of debris*
- Actions taken during high rainfall events*

D.3

Alteration, extension, or reconstruction of the culvert

This section only applies if you seek to make changes to the culvert. If no changes to the culvert are sought now or in the future, please continue to Part E.

What changes will you be making to the culvert?

- Altering the culvert
- Extending the culvert
- Reconstruction the culvert

Describe the nature of the proposed changes:

This may include:

- o *type of changes to be made*
- o *timing of the placement*
- o *equipment used to make the changes*
- o *preparation works for the changes*

Describe the reason for the proposed changes:

PART E: ASSESSMENT OF ENVIRONMENTAL EFFECTS

E.1 Describe the actual and potential effects your culvert activity may have on river form. This includes during works related to the placement, alteration, extension, or reconstruction, as well as the ongoing use of the culvert.

The culvert activity has the potential to affect the river catchments. This may include:

- *Upstream and downstream effects from construction and ongoing use*
- *Flood flows and low flow events*
- *Subsidence and erosion*
- *Aggradation and/or degradation*

In this section, describe how your culvert activity will be managed to ensure adverse effects on river form are avoided or minimised as best possible.

E.2 Are there any structures in/over/next to the culvert activity?

Yes

No

If yes, describe the actual and potential effects your culvert activity may have on those structures.

<p>E.5</p>	<p>Describe the actual and potential effects your culvert activity may have on Kai Tahu cultural and spiritual beliefs, values and uses.</p> <p><i>The culvert activity has the potential to impact Kai Tahu values. In this section, describe any nearby Rūnanga sensitive receptors (Statutory Acknowledgements, wāhi tapu etc), and how your culvert activity might affect these features and the associated cultural values.</i></p> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/>
<p>E.6</p>	<p>Describe the actual and potential positive effects of your culvert activity.</p> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/>

PART F: ALTERNATIVES

<p>F.1</p>	<p>Have any alternatives to the culvert activity been considered? If so, why is the culvert being utilised over those alternatives?</p> <hr/> <hr/> <hr/>
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PART G: CONSULTATION

G.1

Please describe any consultation undertaken with persons/parties potentially affected by your proposed discharge.

Potentially affected parties may include Public Health South, landowners (if farm is leased), neighbours, Aukaha, Te Ao Marama, Fish and Game Otago and Department of Conservation.

G.2

Written approvals

Were any written approvals obtained as part of this application?

Yes

No

If yes, please describe who written approval was obtained from, and why.

Please attach any written approvals received to the application.

Please note that the Council only accepts unconditional written approvals and any conditions proposed by affected parties need to be agreed to and incorporated into the application.

PART H: DEPOSIT

A deposit is required upon lodgement of your application. Refer to the fees on Form 1. This deposit is not the final or maximum cost of your application. Further charges are incurred in accordance with Councils scale of fees and charges.

PART I: CHECKLIST

I.1

Use the checklist below to ensure you've provided all of the relevant information to complete your application.
To keep consent processing costs to a minimum it is strongly recommended that the checklist is complete and all items required are attached before you lodge your application to the Otago Regional Council.

- Fully completed this application form and Form 1?
- Attached Certificate of Title(s) less than 3 months old? Refer to B.1
- Attached a detailed site map? Refer to B.3
- Attached any relevant photos? Refer to B.4
- Attached any written approvals? Refer to G.2
- Paid your deposit or attached a cheque? Refer to Part H
- Attached a completed planning assessment sheet, or an assessment of the activity against the relevant parts of the RMA, National Policy Statement for Freshwater Management 2020, Regional Policy Statement (Operative and Partially Operative) and Regional Plan: Water for Otago

CONTACT US

If you have any queries relating to the information requirements, please contact one of our Otago Regional Council Offices:

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