

# Guide to Preparing an Assessment of Environmental Effects (AEE)

The information contained in this document only provides general guidance on the information required within a Resource Consent Application. As the contents are not exhaustive it is recommended you discuss any potential application with a member of the Planning Unit prior to submission and/or refer to Schedule 4 of the Resource Management Act 1991, the District Plan and the Ministry for the Environment. If you have any questions about any information within this document, please contact Customer Services (Planning) on 03 687 7271.

## What is an AEE?

An AEE is a statement that details any effects which a proposed activity may have on the surrounding environment. An application for resource consent is not considered complete until you attach an AEE to it, and it is not sufficient to say there are no effects without saying why.

## Why Provide an AEE?

As part of your application for resource consent, the Resource Management Act 1991 requires that applicants provide an AEE to explain the likely 'effects' that your proposal will have on the environment. The effects of your proposed activity are a key consideration when the Council decides how it will process the application (notified or non-notified) and whether to approve the application. This makes an AEE a vital source of information for Council when assessing your application, and also when completed properly, the AEE will help Council make a decision with minimal cost and delay.

The purpose of an AEE is to make you, the Council and any interested parties aware of the likely effects (positive as well as negative) of your proposed activity or development. The information is also useful as it can illustrate ways in which any negative effects can be avoided, remedied or mitigated.

## How to Prepare an AEE?

To start preparing an AEE, it is useful to think about the ways in which your proposal may affect anything (properties and people) around it. First identify any negative effects, then try and include in your AEE how these could be avoided, remedied or mitigated.

Your assessment need not be a long report. In many cases, it will be fairly straightforward. If your proposal is easily understood and the effects are likely to be less than minor, the assessment can be a simple explanation of what is expected. In the case of larger scale activities, the assessment may need to cover more complex issues and you may need some professional input (e.g. from a private planning consultant). Your AEE may need to include some or all of the following matters:

- Any ways of avoiding, remedying or mitigating any negative effects identified;
- Any alternatives to the proposal, including alternative locations (only where the effects are considered significant);
- Identification of those person(s) affected by your proposal and consultation you have had with them;
- Any effects on the landscape and built environment present; and
- Any positive information as well.

An assessment needs to cover what is relevant, and should include such detail as corresponds with the scale and significance of the effects that the activity may have on the environment.

## Assessment of Environmental Effects (AEE)

The following information provides a checklist of what information may be required within an AEE:

- The Proposal – *What is the nature of the proposed activity; location, height, size, and boundary setbacks of the existing and proposed buildings and structures, accessways and parking areas?* ☐
- District Plan Rules – *What District Plan Rules are not being complied with?* ☐
- Character Effects – *How does the development as a whole fit into the existing development at the subject site and within the neighbourhood?* ☐
- Shading and Dominance Effects – *What shading and dominance effects on adjacent properties will arise from buildings and structures associated with the activity?* ☐
- Visual Privacy and Amenity Effects – *Will the activity result in obtrusive visual intrusion into adjacent properties? How will this differ to what already exists?* ☐
- Streetscape Effects – *How far are buildings set back from the front boundary, and how will the front façade of any new building or additions complement those existing locally?* ☐
- Traffic Effects – *What will be the effects of the activity in terms of parking, traffic generation and movements on the site, the capacity of the road and the surrounding neighbourhood? Are there clear sightlines from crossings and access ways to all directions of adjoining roads?* ☐
- Nuisance Effects – *What level of noise and lighting will be generated by the proposed activity and how will they be controlled?* ☐
- Infrastructure Capacity – *How will the activity dispose of or manage stormwater and wastewater? Is there a water supply? Will the activity pose constraints on the existing water, stormwater and wastewater networks?* ☐
- Vegetation and Landscaping – *What existing vegetation and landscaping will be affected? Is any planting and landscaping proposed and if so, where?* ☐
- Cumulative Effects – *What level of cumulative effects will your proposal have on the surrounding environment?* ☐
- Potential Contamination – *What was the site previously used for, and were hazardous substances used or stored on the site? Are there any risks to the environment/people which are likely to arise from the activity?* ☐
- Have alternative locations or methods for undertaking the activity been considered? ☐
- Mitigation Measures – *What actions have been taken to help prevent or reduce the actual or potential effect of the proposal?* ☐
- Affected Persons – *Have any people been identified as being affected by the proposal? What consultation was undertaken?* ☐
- Monitoring – *How often once approved will the effects be monitored and by whom?* ☐

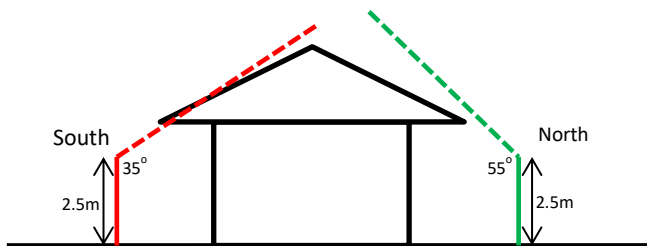
## Example: Recession Planes

### 1. What is your activity?

It is proposed to construct a new dwelling.

### 2. What is the rule that you do not comply with?

The District Plan requires all buildings to be contained within a building envelope constructed by recession planes. The proposed dwelling will intrude the building envelope constructed by recession planes.



### 3. What is the environment in this case?

The subject site, the neighbours and the streetscape form the surrounding environment.

### 4. So what are the effects of your activity (the new dwelling) on the environment (yourself, your neighbours and the streetscape) from not meeting the rule (recession plane)?

Effects of intruding the recession plane will include:

- Overshadowing of the neighbours garden, resulting in a loss of sunlight on this area of the property;
- It is a two story building and will overlook the neighbours yard, resulting in a loss of privacy; and
- There will be little room along the boundary of the property to successfully provide any gardens.

### 5. Any ways of overcoming these effects?

The roof line of the dwelling has been designed with a low profile so as little shadowing as possible occurs.

Windows on the wall that overlooks the neighbouring site have been removed and skylights are proposed. This will ensure there are no privacy issues for the neighbouring property.

I have consulted with my neighbour and the design changes have resulted in written approval being provided.

## Example: Relocated Dwelling

### 1. What is your activity?

It is proposed to re-locate a dwelling from Christchurch to a residential site within Timaru.

### 2. What is the rule that you do not comply with?

The District Plan does not provide for re-locatable dwellings to be moved to a site without obtaining resource consent.

### 3. What is the environment in this case?

The subject site, the neighbours and the streetscape form the surrounding environment.

### 4. So what are the effects of your activity (the new dwelling) on the environment (yourself, your neighbours and the streetscape) from not meeting the rule (relocating building)?

Effects of the re-located dwelling will include:

- There is the potential for the dwelling to be damaged during transportation;
- The dwelling will need to be re-clad once positioned on the subject site;
- The dwelling has the potential to impact on the amenity values of the site while any repairs and cladding occur.

### 5. Any ways of overcoming these effects?

Any damage to the dwelling will be repaired within six months of the dwelling being positioned on the subject site. The attached photo's show that the dwelling is currently in good condition and an engineer's report has been attached confirming this.

New brick cladding will also be used on the dwelling. This will also occur within six months of the dwelling being positioned on the subject site. Once completed, the new cladding will give the dwelling the same appearance as any other dwelling within the residential environment.

As any effects on the neighbours and wider environment will only be for a short duration no consultation has been carried out.