

Fast-track Approvals Act 2024 Substantive Application Form Guidance

This is the substantive application form approved by the EPA in accordance with sections 43(1)(a) and (4) of the Fast-track Approvals Act 2024 (**the Act**). You will need to submit your substantive application through our digital Fast-track Portal. This application form will assist you with preparing your application in the manner required.

*Guidance note: You will need to prepare your application for submission to our digital Fast-track Portal. To submit your application successfully via our digital Fast-track Portal, you will be required to upload your application in accordance with the below step by step instructions. Please note that the guidance notes throughout this document serve as a **guide only** and are intended to help you become familiar with the process. It is not a substitute for the official application process, which you will undertake when you receive a log-in to the Fast-track Portal.*

Steps to prepare your application

1. Accessing the digital Fast-track Portal

- You will be required to submit your application via our secure digital Fast-track Portal. Please ensure you have access to the Fast-track Portal and are able to log in before starting your application.

2. Review the Requirements in this Application Form Guidance Document

- Carefully review the application requirements included in this document, including any supporting documents you must provide.

3. Prepare Your Documents

- Prepare all necessary files, consultation documents, and technical reports in advance. Ensure that your files are in the correct format (all popular formats such as e.g., PDF, Word and excel are supported) and meet the specified size limits.
- If your application is assessed as complete and referred to a panel for decision making, the EPA will publish your application on the Fast-track website. For this purpose, please prepare and provide to the EPA a redacted version of your application in addition to that omits all personal or otherwise confidential and commercially sensitive information.

4. Step-by-Step Application Process

- The Act provides for applicants to apply for a number of approvals under several existing Acts. The information required to lodge an application for each type of approval varies under the Act. Each of the checklists included in this document sets out these specific information requirements. If you are applying for multiple approvals, you will need to complete all relevant checklists.
- When preparing your application in the Fast-track Portal, you will select all relevant approval types and be prompted to provide the information accordingly down into manageable steps within the Fast-track Portal. Follow the instructions carefully, and

ensure all required fields are completed before moving to the next stage. Before final submission, review your entire application to confirm that all details are accurate and that all supporting documents are attached. Mistakes or missing information may result in your application being assessed as incomplete.

5. Submission Confirmation

- Once your application is submitted in the Fast-track Portal, you will receive a confirmation email indicating that your application has been successfully received. If you do not receive this email, please contact our support team.

CONTENTS

Steps to prepare your application	1
Contents	3
Part 1: Authorised person details	5
Part 2: General pre-lodgement requirements	6
Subpart 1: Ineligible activities.....	6
Subpart 2: Priority project.....	9
Subpart 3: Referred project.....	10
Subpart 4: Listed project.....	10
Subpart 5: Fee, charges or levy	11
Part 3: Type of approval(s) sought.....	12
Part 4: Requirements for substantive application	19
Subpart 1: General requirements for substantive application	19
Subpart 2: Specific requirements for listed project	21
Part 5: Personal or otherwise sensitive information.....	22
Part 6: Signature	23
CHECKLIST A – Resource consent, change to or cancellation of a resource consent	24
CHECKLIST A1 – Subdivision or reclamation resource consent	30
CHECKLIST A2 – Application including standard freshwater fisheries activity checklist	32
CHECKLIST B – Certificate of compliance.....	33
CHECKLIST C – Designation or alteration of existing designation	35
CHECKLISTS D1 to D3.....	38
CHECKLIST D1 – Concession	39

CHECKLIST D2 – Amendment or revocation of conservation covenant	42
CHECKLIST D3 – Land exchange	43
CHECKLIST E – Wildlife approval	44
CHECKLIST F – Archaeological authority	46
CHECKLIST F1 – Archaeological authority: Approval for person to carry out activity.....	50
CHECKLIST G – Complex freshwater fisheries approval.....	51
CHECKLIST H – Marine consent	52
CHECKLIST I – Access arrangements	53
CHECKLIST I1 – Mineral mining permit.....	56
CHECKLIST I2 – Petroleum mining permit	61
CHECKLIST J – Listed project information requirements.....	68

Part 1: Authorised person details

Guidance note:

- For a listed project, the project name should be the same as that identified in Schedule 2 and the authorised person should be the person specified for the project listed in Schedule 2.
- For a referred project, the authorised person should be the person specified by the Minister as the person authorised to lodge the substantive application under section 27(2).
- For either a listed or referred project, if there is more than 1 authorised person, details should be provided for all authorised persons.

Subsequent parts in this form refer to the 'applicant' or in some instances 'authorised person'. For the purposes of this form, this means the authorised person (and any agent) specified in this part.

Project name: []	
Reference: ☐ listed project - reference 'Schedule 2' ☐ referred project and reference referral decision	
Organisation name: []	
Authorised Person(s): []	
Key contact name: []	
Phone: []	Email: []
Email address for service: []	
Postal address (if preferred method of service): []	

Agent for Authorised Person details

Organisation name: []	
Contact name: []	
Phone: []	Email: []
Email address for service: []	
Postal address (if preferred method of service): []	

Please direct all correspondence from the EPA to:

- ☐ Authorised Person(s)
- ☐ Agent for Authorised Person(s)

Part 2: General pre-lodgement requirements

Guidance note: There are other pre-lodgement requirements specific to the type of approval(s) sought. These requirements are addressed in Part 3. This part addresses relevant requirements in Subpart 2 and sections 42 and 43.

Please ensure that the information provided is specified in sufficient detail to satisfy the purpose to which it is required (section 44).

Subpart 1: Ineligible activities

Does the project involve any ineligible activities as defined in section 5 (section 43(1)(c))?

☐ Yes ☐ No

Does the project involve any activities that:

would occur on identified Māori land (section 5(1)(a)(i))?

☐ Yes ☐ No

If yes, has the activity been agreed to in writing by the owners of the land or been subject to a determination under section 23 (section 5(1)(a)(ii))?

☐ Yes ☐ No ☐ N/A pursuant to section 5(2)

would occur in a customary marine title area (section 5(1)(b)(i))?

☐ Yes ☐ No

If yes, has the activity been agreed to in writing by the customary marine title group (section 5(1)(b)(ii))?

☐ Yes ☐ No ☐ N/A pursuant to section 5(2)

would occur in a protected customary rights area and would have a more than minor adverse effect on the exercise of the protected customary right (sections 5(1)(c)(i) and (ii))?

☐ Yes ☐ No

If yes, has the activity been agreed to in writing by the protected customary rights group (section 5(1)(c)(iii))?

☐ Yes ☐ No

would occur on Māori customary land (section 5(1)(d)(i))?

☐ Yes ☐ No

would occur on land set apart as a Māori reservation as defined in section 4 of Te Ture Whenua Māori Act 1993 (section 5(1)(d)(ii))?

☐ Yes ☐ No

are an aquaculture activity or an activity that is incompatible with aquaculture activities that would occur within an aquaculture settlement area declared under section 12 of the Māori Commercial Aquaculture Claims Settlement Act 2004 or an area reserved under another Treaty settlement for the aquaculture activities of a particular group (section 5(1)(e)(i))?

☐ Yes ☐ No

If yes, for which the applicant who is proposed to hold an approval described in section 42(4)(a) (resource consent) is not authorised to apply for a coastal permit under the Resource Management Act 1991 (section 5(1)(e)(ii))?

☐ Yes ☐ No

would require an access arrangement under section 61 or 61B of the Crown Minerals Act 1991 (section 5(1)(f)(i))?

☐ Yes ☐ No

If yes:

could not be granted an access arrangement because of section 61(1A) of that Act (section 5(1)(f)(ii)(A))?

☐ Yes ☐ No

would occur in an area for which a permit cannot be granted under that Act (section 5(1)(f)(ii)(B))?

☐ Yes ☐ No

would be prevented under section 165J, 165M, 165Q, 165ZC, or 165ZDB of the Resource Management Act 1991 (section 5(1)(g))?

☐ Yes ☐ No

are an activity (other than an activity that would require an access arrangement under the Crown Minerals Act 1991) that would occur on land that is listed in Schedule 4 (section 5(1)(h)(i))?

☐ Yes ☐ No

If yes, has the activity been subject to a determination under section 24 (section 5(1)(h)(ii))?

☐ Yes ☐ No

would occur on a national reserve held under the Reserves Act 1977 and requires approval under the Reserves Act 1977 (sections 5(1)(i)(i) and (ii))?

☐ Yes ☐ No

If yes, has the activity been subject to a determination under section 24 (section 5(1)(i)(iii))?

☐ Yes ☐ No

would occur on a reserve held under the Reserves Act 1977 that is vested in someone other than the Crown or a local authority (section 5(1)(j)(i))?

☐ Yes ☐ No

If yes, has the activity been agreed to in writing by the person or persons in whom the reserve is vested (section 5(1)(j)(ii))?

☐ Yes ☐ No ☐ N/A pursuant to section 5(2)

would occur on a reserve held under the Reserves Act 1977 that is managed by someone other than the Department of Conservation or a local authority (section 5(1)(k))?

☐ Yes ☐ No

If yes, has the activity been agreed to in writing by the person or persons responsible for managing it (section 5(1)(k)(ii))?

☐ Yes ☐ No ☐ N/A pursuant to sections 5(2) or (5)

a prohibited activity under the Exclusive Economic Zone and Continental Shelf (Environmental Effects) Act 2012 or regulations made under that Act (section 5(1)(l)(i))?

☐ Yes ☐ No

an activity that is described in section 15B of the Resource Management Act 1991 and is a prohibited activity under that Act or regulations made under it (section 5(1)(l)(ii))?

☐ Yes ☐ No

an activity that is prohibited by section 15C of the Resource Management Act 1991 (section 5(1)(l)(iii))?

☐ Yes ☐ No

a decommissioning-related activity (which is an activity described in section 38(3) of the Exclusive Economic Zone and Continental Shelf (Environmental Effects) Act 2012) (section 5(1)(m))?

☐ Yes ☐ No

an activity undertaken for the purposes of an offshore renewable energy project (section 5(1)(n))?

☐ Yes ☐ No

Please reference any documents you have uploaded to the portal as part of your application, which support the answers given in Part 2, Subpart 1 above.

| |

Did you make an application under section 39 for a determination by the Minister under section 23 or 24 that the activity is not an ineligible activity (section 42(13))?

☐ Yes ☐ No

If yes, did you receive notice of the Minister's decision under section 39(4) that the activity is not an ineligible activity prior to making the substantive application, as required under section 39(5) (section 42 (13))?

☐ Yes ☐ No

If no, the applicant may not make a substantive application under the Act.

If yes, please provide a copy of the notice provided under section 39(4) (section 43(1)(c)).

If this application is subject to a determination under section 23, whereby the Minister may determine that linear infrastructure on certain identified Māori land is not an ineligible activity, please explain the steps taken to secure the agreement with the owners of the land referred to in section 5(1)(a) (section 43(1)(g)).

| |

Subpart 2: Priority project

Does the application relate to a priority project as defined in section 4(1) that has been determined by the Minister to be a priority project under section 38 (section 43(1)(h))?

☐ Yes ☐ No

If yes, to the best of your knowledge are there any competing applications?

☐ Yes ☐ No

If yes, please specify here:

| |

Subpart 3: Referred project

Guidance note: Please only complete this subpart if this application is for a referred project. If this application is for a listed project please refer to Subpart 4: Listed project.

Has this application been made by the deadline specified in the notice from the Minister or as otherwise required by section 28(3)(d) (section 43(1)(i))?

☐ Yes ☐ No

If the application is for a referred project, please provide a copy of the notice given under section 28.

| |

If the application is for a referred project, does the application comply with any information requirements specified by the Minister under section 27(3)(b)(ii) (section 43(1)(e)(i))?

☐ Yes ☐ No ☐ N/A

Subpart 4: Listed project

Guidance note: Please only complete this subpart if this application is for a listed project. If this application is for a referred project, please refer to Subpart 3: Referred project.

Please confirm if the applicant has consulted with the following persons and groups referred to in section 11 prior to lodging this application (section 29(1)(a)).

Guidance note: If there is more than 1 authorised person, consultation can occur by any of the authorised persons on behalf of all of them (section 29(2)(a)).

The relevant local authorities

☐ Yes ☐ No ☐ N/A

Any relevant iwi authorities, hapū, and Treaty settlement entities, including –

- (i) iwi authorities and groups that represent hapū that are parties to relevant Mana Whakahono ā Rohe or joint management agreements; and

- (ii) the tangata whenua of any area within the project area that is a taiāpure-local fishery, a mātaihai reserve, or an area that is subject to bylaws or regulations made under Part 9 of the Fisheries Act 1996

☐ Yes ☐ No ☐ N/A

Any relevant applicant groups with applications for customary marine title under the Marine and Coastal Area (Takutai Moana Act) 2011

☐ Yes ☐ No ☐ N/A

Ngā hapū o Ngāti Porou, if the project area is within or adjacent to, or the project would directly affect, ngā rohe moana o ngā hapū o Ngāti Porou

☐ Yes ☐ No ☐ N/A

The relevant administering agencies

☐ Yes ☐ No ☐ N/A

If the proposed approvals for the project are to include an approval described in section 42(4)(f) (land exchange), the holder of an interest in land that is to be exchanged by the Crown?

☐ Yes ☐ No ☐ N/A

Subpart 5: Fee, charges or levy

Have all fees, charges or levies payable under the Fast-track Approvals (Cost Recovery) Regulations 2025 in respect of the application been paid (section 43(1)(j))?

☐ Yes ☐ No

Part 3: Type of approval(s) sought

Guidance note: This part identifies the type of approval(s) that can be sought under section 42(4) and other relevant requirements relevant to the approval(s) in Subpart 3 and section 42 of the Act. For each type of approval, reference is made to the corresponding checklist that must be completed with the application which include the information requirements set out in section 43 (3).

Please ensure that the information provided is specified in sufficient detail to satisfy the purpose to which it is required (section 44).

This application is for the following type(s) of approval under the Act (please tick all that apply):

☐ A resource consent that would otherwise be applied for under the Resource Management Act 1991 (**RMA**) (section 42(4)(a)). If yes, please complete **checklist A**.

Please identify who is intended to be the holder of the resource consent being applied for:

Guidance note: If the substantive application is to be lodged by more than 1 authorised person, the references to the applicant in the information requirement in clause 5 subclauses 1(d), (k), (i) and (6) of Schedule 5 (and addressed in checklist A) are to the authorised person who is identified in the application as the proposed holder of the resource consent (clause 5(7) of Schedule 5).

[]

Please indicate which type of consent(s) or activity the approval applies to. Tick as many boxes as apply to the project:

☐ land-use consent

☐ subdivision consent (also complete **checklist A1**)

☐ reclamation consent (also complete **checklist A1**)

☐ coastal permit

☐ aquaculture activities

☐ water permit (other than coastal marine area)

☐ discharge consent (other than coastal marine area)

☐ standard freshwater fisheries activity as defined in section 4 (please complete **checklist A2**)

☐ other

Is the approval for an activity that is a prohibited activity under the RMA (section 42(5)(a))?

☐ Yes ☐ No

Does the applicant hold an existing resource consent for the same activity using some or all of the same natural resource? If yes, section 30 does not apply.

Guidance note: Section 30 applies if a substantive application, for a listed or referred project, is for a resource consent approval under section 42(4)(a) and the authorised person does not hold an existing resource consent for the same activity using some or all of the same natural resource.

☐ Yes ☐ No

If no, prior to lodging this application, has the authorised person notified in writing each consent authority that has jurisdiction over an area where the approval would apply (section 30(2))?

☐ Yes ☐ No

Please indicate whether (section 42(5)(b)):

☐ Prior to lodging the substantive application, you received notice either under section 30(3)(b) that there are no existing consents or section 30(5) that there is an applicable existing resource consent and that the existing consent holder does not propose, or does not lodge a relevant application more than 3 months before the expiry of the existing consent (section 30(6)(a)); and

☐ This application is made within three months of the date of the earliest notice provided by each relevant consent authority (section 30(6)(b)).

Guidance note: Under section 30(6), the reference to authorised person must be read as a reference to every authorised person who would be required by section 42(2)(b) to jointly lodge the application (section 30(7)(c)).

If a notice under section 30(3)(b) or (5) has been received, please provide a copy of that notice showing that it was received within the timeframe specified in section 30(6)(b) (clause 5(1)(l)(i) of Schedule 5).

If a notice has been received under section 30(5), please provide any more up-to-date information that the applicant is aware of about the existing resource consent referred to in the notice (clause 5(1)(l)(ii) of Schedule 5).

| |

Does the application relate to aquaculture activities to be undertaken in the coastal marine area (section 31)?

Guidance note: Section 31 applies if a substantive application, for a listed or referred project, is for a resource consent approval under section 42(4)(a) for which the EPA will need to request a recommendation under section 48.

☐ Yes ☐ No

If yes, and the authorised person wishes to lodge a pre-request aquaculture agreement in relation to the area, has this been lodged with the relevant chief executive prior to lodging this application (section 31(2))?

Guidance note: If there is more than 1 authorised person, any 1 of the authorised persons may comply with this subsection on behalf of all of them (section 31(4)).

☐ Yes ☐ No ☐ N/A

☐ A change or cancellation of a resource consent condition that would otherwise be applied for under the RMA (section 42(4)(b))? If yes, please complete **checklist A**.

Is the application also seeking approval for:

a resource consent (section 42(4)(a)); or

a designation or an alteration to an existing designation (section 42(4)(d)), (section 42(6)(a))?

☐ Yes ☐ No

Is the change or cancellation material to the implementation or delivery of the project (section 42(6)(b))?

☐ Yes ☐ No

☐ A certificate of compliance that would otherwise be applied for under the RMA (section 42(4)(c))? If yes, please complete **checklist B**.

Is the application also seeking approval for a resource consent (section 42(4)(a)) or a designation or an alteration to an existing designation (section 42(4)(d)) (section 42(7))?

☐ Yes ☐ No

☐ A designation or an alteration to an existing designation for which a notice of requirement would otherwise be lodged under the RMA (section 42(4)(d))? If yes, please complete **checklist C**.

☐ A concession that would otherwise be applied for under the Conservation Act 1987, section 14AA of the Wildlife Act 1953 or section 49 of the National Parks Act 1980, or a Reserves Act approval defined in clause 1 of Schedule 5 (section 42(4)(e)). If yes, please complete relevant sections of **checklist D1**.

☐ A land exchange as defined in clause 22(1) of Schedule 6 (section 42(4)(f)). If yes, please answer the questions below.

Guidance note:

- *The information required for a land exchange under section 43 is provided for in clause 27 of Schedule 6. This provides that the application must contain the report provided to the authorised person under section 35. To comply with these requirements, the applicant will need to tick yes to the questions below and provide a copy of the Director-General of Conservation's report. The application must not contain any further information.*
- *If the application is lodged by more than 1 authorised person, the reference to applicant in the definition of land exchange is to the authorised person who is identified in the application as the person proposed to exchange land (clause 22(2) of Schedule 6). Refer to part 5 of this form to identify the authorised person in respect to an approval for land exchange.*

Prior to lodging the substantive application, did the applicant lodge a land exchange application with the Department of Conservation under section 33(1)?

☐ Yes ☐ No

Guidance note:

- *The land exchange application lodged with the Department of Conservation under section 33(1) must comply with the requirements in section 33(1)(a)-(c).*
- *The information provided in the land exchange application must not be lodged unless any fee, charge, or levy payable under the Fast-track Approvals (Cost Recovery) Regulations 2025 in respect of the land exchange application is paid (section 33(3)),*
- *If there is more than 1 authorised person, any 1 of the authorised persons may comply with section 33(1) (section 33(4)).*

If yes, prior to making this application has the applicant received the Director-General of Conservation's report on land exchange as required by section 35(9) (section 42(8))?

☐ Yes ☐ No

If yes, please provide a copy of the report provided to the authorised person under section 35.

☐ An amendment to or revocation of a conservation covenant as defined in clause 41 of Schedule 6 (section 42(4)(g)). If yes, please complete **checklist D2**.

☐ A wildlife approval as defined in clause 1 of Schedule 7 (section 42(4)(h)). If yes, complete **checklist E**.

☐ An archaeological authority described in section 44(a) or (b) of the Heritage New Zealand Pouhere Taonga Act 2014 that would otherwise be applied for under that Act (section 42(4)(i)). If yes, please complete **checklist F**.

Is the application also seeking approval for a resource consent (section 42(4)(a)) or a designation or an alteration to an existing designation (section 42(4)(d)) (section 42(9)(a))?

☐ Yes ☐ No

Does the application also include an application for approval of a person to carry out an activity under clause 7 of Schedule 8 (section 42(9)(b))?

☐ Yes ☐ No

Guidance note: If an application for approval of a person to undertake an activity is made with this substantive application, it must be considered under the Act (clause 7(2)(a) of Schedule 8). If it is made after an archaeological authority has been approved (whether under the Act or the HNZPT Act and despite section 40), it must be made and considered under the HNZPT Act (clause 7(2)(b) of Schedule 8).

If yes, please complete **checklist F1**.

☐ An approval or a dispensation that would otherwise be applied for under regulation 42 or 43 of the Freshwater Fisheries Regulation 1983 in respect of a complex freshwater fisheries activity (section 42(4)(j)). If yes, please complete **checklist G**.

☐ A marine consent that would otherwise be applied for under the Exclusive Economic Zone and Continental Shelf (Environmental Effects) Act 2012 (section 42(4)(k)). If yes, please complete **checklist H**.

☐ An initial access arrangement or a variation to an existing access arrangement that would otherwise be applied for under section 61 of the Crown Minerals Act 1991 (section 42(4)(l)). If yes, please complete **checklist I**.

Is the applicant the holder of an appropriate permit required by section 61 of the Crown Minerals Act 1991 (section 42(10)(a))?

☐ Yes ☐ No

Is the applicant also applying for a mining permit under section 42(4)(n) (section 42(10)(b))?

☐ Yes ☐ No

Guidance note: If the application is lodged by more than 1 authorised person, the applicant for the purposes of section 42(10) is the person who is proposed to hold the approval (section 42(12)).

Please only answer the following question if the application is for a listed project:

Has the applicant complied with the requirements in section 59(1) and (2) of the Crown Minerals Act 1991, by serving on each owner and occupier of the relevant land a notice in writing of the applicant's intention to obtain an access arrangement, that includes the specified matters (section 29(1)(b))?

☐ Yes ☐ No

Guidance note: If there is more than 1 authorised person for a listed project, the authorised person who is the proposed holder of the approval described in section 42(4)(l) (initial access or variation to existing access arrangement) must comply with the requirements in section 29(1)(b).

- ☐ An access arrangement that would otherwise be applied for under section 61B of the Crown Minerals Act 1991 or a variation to an access arrangement granted under that section (section 42(4)(m)). If yes, please complete **checklist I**.

Please only answer the following question if the application is for a listed project:

Has the applicant complied with the requirements in section 59(1) and (2) of the Crown Minerals Act 1991, by serving notice on each owner and occupier of the relevant land a notice in writing of the applicant's intention to obtain an access arrangement, that includes the specified matters (section 29(1)(b))?

- ☐ Yes ☐ No

Guidance note: If there is more than 1 authorised person for a listed project, the authorised person who is the proposed holder of the approval described in section 42(4)(m) (access arrangement) must comply with the requirements in section 29(1)(b).

- ☐ A mining permit that would otherwise be applied for under section 23A of the Crown Minerals Act 1991 (section 42(4)(n)). If yes, complete **checklist I1** for mineral mining permits and **checklist I2** for petroleum mining permits.

Prior to lodging this application, did the applicant lodge the information specified in section 37(2) with the relevant chief executive?

- ☐ Yes ☐ No

Guidance note:

- *This is not a requirement; however, an applicant may lodge this information under section 39(2). The information required is set out in section 39(2).*
- *The information lodged under section 39(2) must not be lodged unless any fee, charge, or levy payable under Fast-track Approvals (Cost Recovery) Regulations 2025 in respect of the land exchange application is paid (section 39(3)),*
- *If there is more than 1 authorised person, any 1 of the authorised persons may lodge the information on behalf of all of them (section 39(4)).*

Please confirm whether the following apply (section 42(11)(a)-(f)):

- ☐ The approval is sought for 1 or more deposits of 1 or more minerals
- ☐ The applicant holds exploration permits or existing privileges that apply to those minerals and have more than 3 months before they expire

- ☐ The area of land for which the approval is sought is within, or the same as, the area of land to which those exploration permits or existing privileges apply
- ☐ The application proposes that those exploration permits or existing privileges be surrendered in relation to the area of land over which the approval is sought
- ☐ The proposed term of the approval is no more than 40 years
- ☐ Granting the approval would not be prevented by any of sections 25(6) and (7) and 30(8) of the Crown Minerals Act 1991 if the approval were applied for under the Act

Guidance note: If the application is lodged by more than 1 authorised person, the applicant for the purposes of section 42(11) is the person who is proposed to hold the approval (section 42(13)).

Part 4: Requirements for substantive application

Guidance note: This part identifies the requirements for a substantive application in sections 43 and 46 and that are not otherwise addressed in other parts of this form or the checklists. Please ensure that the information provided is specified in sufficient detail to satisfy the purpose to which it is required (section 44).

Subpart 1: General requirements for substantive application

Does the application relate solely to a listed project or a referred project (whichever applies) (section 46(2)(b))?

☐ Yes ☐ No

Are there any differences from the application and the project as described in Schedule 2 (for a listed project) or in the notice of the Minister's decision under section 28 (for a referred project) (section 46(2)(b))?

☐ Yes ☐ No

If yes, please provide details on the difference(s) and describe how they relate, or do not relate, to the project as described in Schedule 2 (for a listed project) or in the notice of the Minister's decision under section 28 (for a referred project).

Please explain how the project is consistent with the purpose of the Act (section 43(1)(b)(i)). Or, if the application was referred under section 21(1)(a) of the Act, please explain how both the stage to which the application relates and the whole project are consistent with the purpose of the Act, and provide information relating to the likelihood that any later stages of the project will be completed (section 43(1)(b)(ii)(A) and (B)).

[]

If the application is lodged by more than 1 authorised person, please state for each approval identified in part 3, which proposed approval is to be held by which authorised person (section 43(1)(d)):

Guidance note: Section 42(3) requires that, for each approval sought, the applicant must be eligible for any corresponding authority under a specified Act or, if the application is lodged by more than 1 authorised person, the authorised person who is proposed to hold the approval sought must be a person who would be eligible to apply for any corresponding approval under a specified Act.

[]

If applicable, please explain how the application complies or does not comply with any information requirements specified by the Minister under section 24 (section 43(1)(e)(i)):

[]

Have you completed the relevant checklist(s) identified in part 3 as relevant to the approval(s) sought (section 43(3))?

☐ Yes ☐ No

If yes, please identify which checklists have been completed:

☐ Checklist A (resource consent and/or change or cancellation of resource consent condition)

☐ Checklist A1 (resource consent including subdivision and/or reclamation)

☐ Checklist A2 (resource consent that includes a standard freshwater fisheries activity)

☐ Checklist B (certificate of compliance)

☐ Checklist C (designation or alteration of existing designation)

☐ Checklist D *Conservation and Reserves Approvals*

☐ D1 (concession)

☐ D2 (conservation covenant)

☐ D3 (land exchange)

☐ Checklist E (wildlife approval)

☐ Checklist F (archaeological authority)

☐ Checklist F1 (archaeological authority – approved person)

☐ Checklist G (complex freshwater fisheries approval)

☐ Checklist H (marine consent)

☐ Checklist I (access arrangements).

☐ Checklist I1 (mineral mining permit)

☐ Checklist I2 (petroleum mining permit)

Does the application comply with all the requirements for the approval(s) sought, as set out in the relevant checklist (sections 43(1)(e)(ii) and 43(3))?

☐ Yes ☐ No

Subpart 2: Specific requirements for listed project

Guidance note: Please only complete this subpart if this application is for a listed project. Section 43(2) provides for additional information requirements for a listed project with reference to the requirements in section 14(4) (other than sections 13(4)(b), (f)(ii) and (iii) and (g)). Those requirements are set out in checklist J and must be provided with a substantive application for a listed project.

Have you completed **checklist J** in relation to a listed project (section 43(2))?

☐ Yes

☐ No

Part 5: Personal or otherwise sensitive information

☐ Please confirm you have checked all the application documents for personal information such as personal contact details for you (the applicant) and any other individual, including persons identified as owners or occupiers of land or affected persons.

☐ I have checked all the application documents for commercially sensitive or otherwise confidential information, which may be withheld from public release under the Act or under the Official Information Act 1982.

☐ I have provided a redacted version of the application (clearly labelled) that does not disclose personal or otherwise confidential or commercially sensitive information which may be withheld under the Act or under the Official Information Act 1982, for publication on the fast-track website.

Part 6: Signature

- ☐ I hereby certify that, to the best of my knowledge and belief, the information given in this application is true and correct, and that I am authorised to make this application.
- ☐ I understand that the EPA can recover actual and reasonable costs incurred in relation to this application.
- ☐ I enclose proof of payment for the following fees, charges and levies payable in respect of this application under the Fast-track Approvals (Cost Recovery) Regulations 2025 (all excluding GST):
- ☐ Application fee for a substantive application in the sum of \$250,000;
 - ☐ Levy for a substantive application in the sum of \$140,000;
 - ☐ Application fee for a referral application in the sum of \$12,000;
 - ☐ Levy for a referral application in the sum of \$6,700;
 - ☐ Application fee for a land exchange application in the sum of \$36,000; and
 - ☐ Levy for a land exchange application in the sum of \$13,400.



Signature or digital signature of Authorised Person (or person authorised to make application).

Date

CHECKLIST C – Designation or alteration of existing designation

This checklist must be completed if you are applying for an approval under section 42(4)(d) (designation or alteration of existing designation). The substantive application must comply with these requirements. The checklist is designed to assist you in providing all the relevant information. If an application does not comply with all requirements, then the EPA must return it to the person who lodged it.

This checklist sets out the requirements in clause 12 of Schedule 5, unless they have already been addressed in the substantive form.

Clause, Schedule 5	Information required for an approval described in section 42(4)(d) of the Act, Clause 12 of Schedule 5	Application Reference (Name of document, section and page)	EPA office use only
12(1)(a)	a description of the site to which the notice of requirement applies, including whether the site is within or adjacent to a statutory area (as defined in a relevant Treaty settlement Act)		
12(1)(b)	information on the effects of the proposed project or work on the environment, together with a description of how any adverse effects will be mitigated		
12(1)(c)	confirmation that the notice of requirement complies with section 46(2)(a), (b), and (d), being; • section 42; and • sections 43 and 44; and • relates solely to a listed project or a referred project; • any fee, charge, or levy payable under regulations in respect of the application is paid. <i>Guidance note: Section 46 provides for the EPA deciding whether the substantive application is complete and within scope. The EPA will need to be satisfied that the application complies with these requirements. These matters are addressed throughout the substantive application form and relevant checklist.</i>		
12(1)(d) (i)	an assessment of the project or work against sections 5, 6, and 7 of the Resource Management Act 1991		

12(1)(d) (ii) and 12(2)	an assessment of the project or work against any relevant provisions in any of the documents listed in subclause (2) being: (a) a national policy statement: (b) a New Zealand coastal policy statement: (c) a regional policy statement or proposed regional policy statement: (d) a plan or proposed plan: (e) a planning document recognised by a relevant iwi authority and lodged with a local authority.		
12(1)(e)	information about any Treaty settlements that apply in the area to which the substantive application relates, including— (i) identification of the relevant provisions in those Treaty settlements; and (ii) a summary of any redress provided by those settlements that affects natural and physical resources relevant to the area to which the substantive application relates		
12(1)(f), 12(3) and 12(4)	the full name and address of— (i) each owner of the land to which the notice of requirement relates and of the land adjacent to that land; and (ii) each person who, after reasonable inquiry, is known by the requiring authority to be an occupier of the land to which the notice relates and of the land adjacent to that land; If the applicant is not able to supply the name and address of the owner and each occupier of the site and of land adjacent to the site because the land is Māori land in multiple ownership, the applicant must include a statement to that effect (clause 12(3)). <i>Guidance note: If the substantive application is lodged by more than 1 authorised person, the reference to the applicant in subclause (3) must be read as a reference to the</i>		

	<i>authorised person who is to be identified in the application as the proposed holder of the notice of requirement (clause 12(4)).</i>		
12(1)(g)	an assessment of whether the project or work and the designation sought are reasonably necessary for achieving the objectives of the requiring authority		
12(1)(h)	any consideration of alternative sites, routes, or methods of undertaking the project or work		
12(1)(i)	a list of the resource consents needed for the project or work and whether they have been applied for		
12(1)(j)	a description of any consultation undertaken with parties likely to be affected by the project or work and the designation		
12(1)(k)	any conditions that the requiring authority proposes for the designation.		