

STORMWATER LICENCE APPLICATION FORM

ROTORUA
LAKES COUNCIL

Rotorua Lakes Council Water Services and Trade Waste Bylaw requires all industrial sites and those with a potential to contaminate stormwater to hold a stormwater licence.

1 SITE INFORMATION

*Physical site address(es):

Postal address (if different to physical address):

*Licence holder (Applicant):

*Email address (Applicant):

*Trading name (if different to Applicant):

NZBN (New Zealand Business Number):

Phone number:

Billing email address (If different):

Site contact person:

(This person will be contacted for access to the site and/or auditing and sampling)

*First and Last Name:

Email address:

*Phone number:

*Required

2 LICENCE TYPE

What type of application is this?

Stormwater licence application - please go to section 3.

Temporary stormwater licence application - please go to section 4.



rlc.net.nz/StormwaterLicence

A risk assesment will evaluate the potential impact your site and activities may have on stormwater quality.

Site risk

- Do you have large areas (over 300m²) that are not sealed or vegetated? Yes No
 - Do you have a galvanised iron roof over 300m² Yes No
-

Activity risk

What activites are carried out on your site?

Please list the activity numbers in the Stormwater Licence Activity Table and describe your activity and process in more detail.

Are there other businesses also operating on the site? Yes No

Who?

List their activites.

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TEMPORARY STORMWATER LICENCE DETAILS**Important: Only complete this section if you need a temporary stormwater licence for dewatering during development.**

Is the site contaminated or on the HAIL register? Yes No

- If yes, you will also require a consent from BOPRC. Do you have a consent? Yes No

Are you planning to use flocculant to control sediment loss? Yes No

- If yes, you will also require a consent from BOPRC. Do you have consent? Yes No

Date that dewatering is expected to commence?

Date that dewatering is expected to be completed?

Describe the pretreatment or control measures that will be used to minimise sediment in the dewatering discharge.

Where will the water be discharged? (cesspit/gutter/manhole/open drain/stream/lake)

Expected flow rate?

*If dewatering is to occur beyond date in application form, please inform Stormwater Licencing team to ensure that the licence can be extended.

*Please contact the Stormwater licencing team to confirm the dates and time dewatering is expected to occur before you commence.

Privacy Statement: The personal information you provide in this form is collected for the purpose of assessing and processing your stormwater licence application and may also be used by the Council for the provision of related services and functions, in accordance with the Privacy Act 2020 and relevant local government legislation.

This information will be entered into a public register maintained by the Council. The Council is legally required to make this register available to any person who requests it, as directed by the Ombudsman under applicable law.

Under the Privacy Act 2020, you have the right to request access to and correction of any personal information held about you by the Council. To exercise these rights, please contact the Council on **07 348 4199**, info@rotorualc.nz or at the **Civic Centre - 1061 Haupapa Street, Rotorua**.

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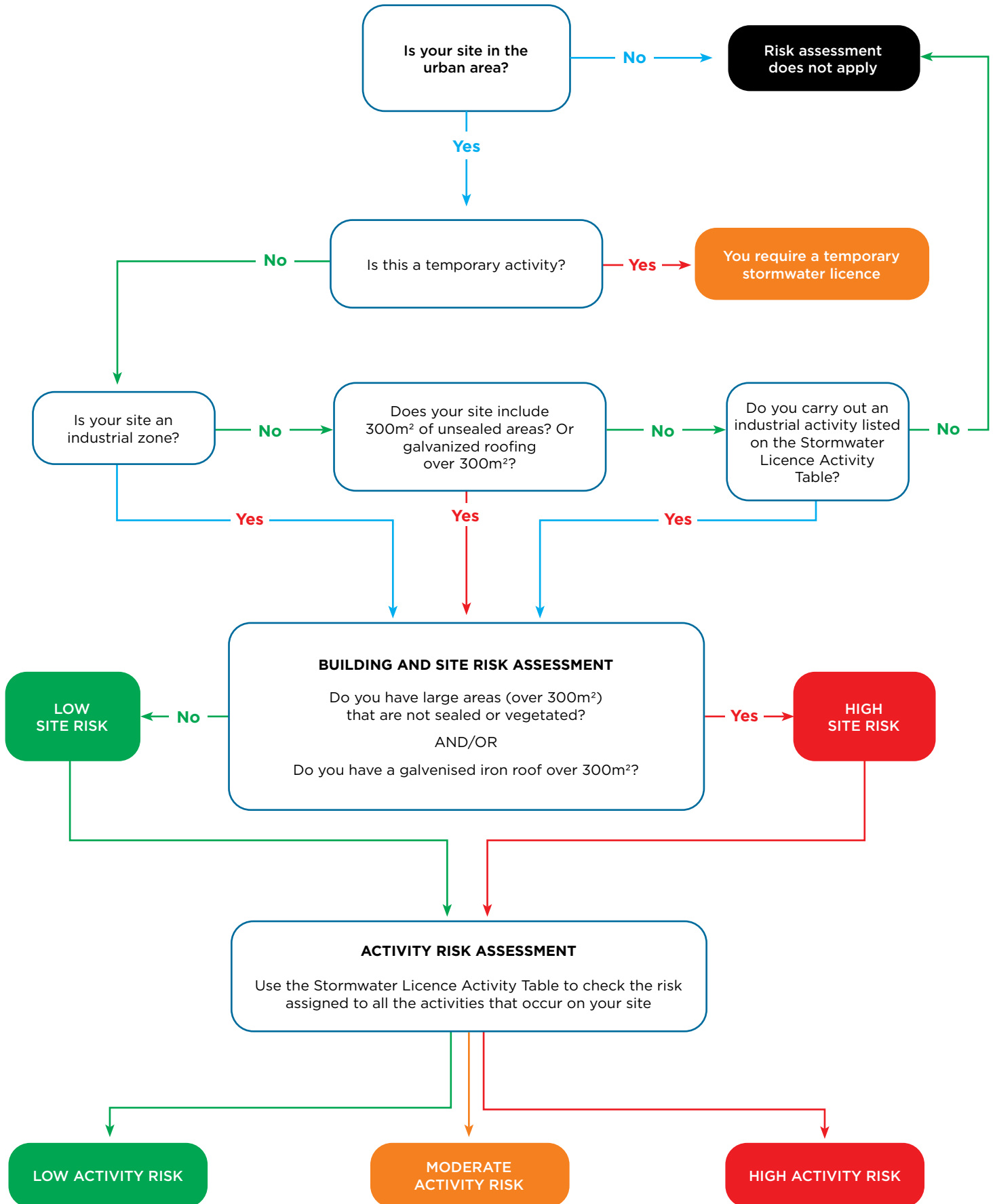
This application must be completed and signed by the applicant or a person authorised by the applicant. Please, scan and email to info@rotorualc.nz or drop off to the Council customer services team or post to:
Rotorua Lakes Council, DX Mailbox number (JX10503), Rotorua 3040, NZ

Sign here

Date signed

Name:

RISK ASSESSMENT FLOWCHART



The overall risk equals the highest risk level from the two assessments (site and activity)

STORMWATER LICENCE ACTIVITY TABLE

Category	No.	Activity or Process descriptions	Risk*
Agricultural support industries	1.0	Inorganic fertiliser manufacture, bulk storage or bulk handling (excludes bagged)	Moderate
Animal feedstuffs	2.0	Stock food manufacture, bulk storage or bulk handling	Moderate
	2.1	Pet food manufacturing	Moderate
Chemical and associated product manufacturing	3.0	Battery manufacturing	Moderate
	3.1	Fungicide, herbicide, pesticide, timber preservatives and related product manufacturing	Moderate
	3.2	Acids, alkalis or heavy metal manufacturing	Moderate
	3.3	Cosmetics, toiletries, soap and other detergents	Moderate
	3.4	Explosives and pyrotechnics	Moderate
	3.5	Industrial Gas	Moderate
	3.6	Medicinal, pharmaceutical or veterinary products	Moderate
	3.7	Paint, pigment, inks and dyes	Moderate
	3.8	Polishes, adhesives or sealants	Moderate
	3.9	Solvents	Moderate
	3.10	Synthetic resins	Moderate
Commercial livestock processing industries	3.11	Other chemical product manufacturing (e.g. plastic manufacturing)	Moderate
	4.0	Slaughter	High
	4.1	Manufacture, store (bulk) or handle (bulk) products derived from animal slaughter (e.g. gelatin, fertiliser or meat products)	Moderate
	4.2	Scouring or carbonising greasy wool or fleeces	Moderate
	4.3	Tanneries or Fellmongeries	Moderate
Electronics	4.4	Rendering or fat extraction	Moderate
	5.0	Circuit board manufacturing (excluding assembly only)	Moderate
Food or beverage manufacturing or handling	5.1	Photo processing	Moderate
	6.0	Bakery product wholesale manufacturing or handling	Moderate
	6.1	Beverages or malt product wholesale manufacturing or handling	Moderate
	6.2	Flour mill or cereal food manufacture	Moderate
	6.3	Meat and meat product manufacture or handling (including fish)	Moderate
	6.4	Oil or fat product manufacturing or handling	Moderate
	6.5	Processed dairy foods manufacturing or handling	Moderate
	6.6	Vineyards or wine manufacturing	Moderate
Landscape and garden suppliers	6.7	Other wholesale foodstuffs manufacturing or handling	Moderate
	7.0	Bulk compost, bark, mulch, woodchips, sawdust, or other organic materials storage and handling (any part of the activity outdoors)	High
	7.1	Bulk soils, aggregate, or inorganic materials storage and handling	Moderate
Laundry services	7.2	Plant plotting	Moderate
	8.0	Commercial or industrial laundry or linen service	Moderate
Machinery or equipment manufacturing or repairs	9.0	Industrial machinery or equipment	Moderate
	9.1	Motor vehicles or parts	Moderate
	9.2	Other machinery or equipment	Moderate
Metal product manufacturing	10.0	Sheet and structural metal products (Includes CNC- Machining)	Moderate
Motor vehicle services facilities	11.0	Service stations (e.g. petrol stations)	Moderate
	11.1	Mechanical servicing of motor vehicles	Moderate
	11.2	Truck and car wash	Moderate
Non-metallic mineral product manufacturing	12.0	Cement, lime, plaster, sand, gravel, rock, clay, gypsum, and concrete products	Moderate
	12.1	Concrete batching plants – ready mixed concrete	High
	12.2	Glass	Moderate
Metal processing, metallurgical works or metal finishing	13.0	Metal plating, anodising, galvanising, sharpening or polishing	Moderate
	13.1	Metal blasting or coating (includes spray painting and powder coating)	Moderate
	13.2	Refinement of ores	Moderate
	13.3	Processing of metals e.g. smelting, casting	Moderate

Petroleum or coal product manufacturing or processing	14.0	Bitumen/asphalt premix or hot mix	Moderate
	14.1	Petroleum hydrocarbon, oil or grease manufacturing	Moderate
	14.2	Coal products	Moderate
	14.3	Petroleum refining	Moderate
	14.4	Plastic or fibreglass products	Moderate
Power	15.0	Electricity generation	Moderate
Product storage or handling centres	16.0	Bulk chemicals	Moderate
	16.1	Bulk hydrocarbons - non-service station	Moderate
	16.2	Environmentally hazardous substance storage or use other than sewage or biosolids treatment and handling	Moderate
Recycling, recovery, reuse or disposal	17.0	Automotive dismantling	High
	17.1	Batteries (Recycling, recovery, reuse or disposal)	Moderate
	17.2	Chemicals (Recycling, recovery, reuse or disposal)	Moderate
	17.3	Hazardous materials (Recycling, recovery, reuse or disposal)	Moderate
	17.4	Landfills	High
	17.5	Waste water treatment plant and sewage solids (Recycling, recovery, reuse or disposal)	High
	17.6	Portaloo waste	Moderate
	17.7	Waste transfer stations	High
	17.8	Crushing, grinding or separation works other than sand, gravel, rock or mineral e.g. slag, road base, demolition material	Moderate
	17.9	Metals - crushing, grinding, sorting or storage	High
	17.10	Oil, petroleum hydrocarbon wastes	Moderate
	17.11	Chemical containers cleaning, reconditioning, or recycling	Moderate
	17.12	Tyres	Moderate
	17.13	Non-metal recycling e.g. composting, glass, paper or paper board	Moderate
Rubber industries	18.0	Tyre manufacturing or retreading	Moderate
	18.1	Rubber products manufacturing	Moderate
Transport and related activities	19.0	Boat or ship construction, repair, or maintenance	Moderate
	19.1	Railway workshops or refuelling depots	Moderate
	19.2	Bus depots	Moderate
	19.3	Commercial airports	Moderate
	19.4	Heliports	Moderate
	19.5	Road freight transport depot	Moderate
	19.6	Truck refuelling facilities	Moderate
	19.7	Shipping container reconditioning	Moderate
Wood or paper product storage, manufacturing or fabrication	20.0	Log storage yards outside forested areas	Moderate
	20.1	Bulk treated timber storage (outdoors)	High
	20.2	Bulk treated timber storage (indoors or covered)	Moderate
	20.3	Plywood or veneer manufacturing	Moderate
	20.4	Particle board or other wood panel manufacturing	Moderate
	20.5	Pulp, paper, or paperboard manufacturing	Moderate
	20.6	Timber treatment	High
	20.7	Wooden products manufacturing, restoring and finishing	Moderate
Fire fighting	21.0	Use of firefighting foams in training, testing, or other non-emergency activities (including historical use)	High
Other (non-industrial activity)	22.0	Other activity not listed above, e.g., office, storage, commercial, dairy, self-service laundromats	Low
	22.1	Other activities that may result in contaminants affecting stormwater quality	Moderate

*All moderate risk activities may be high risk if the pollution prevention plan and activities are considered potentially insufficient to mitigate the risk to stormwater quality.