

# Private Plan Change

## What is a private plan change?

- > A **private plan change** is a formal request made by an individual or organisation to change operative parts of a District Plan.
- > **Anyone can request** a private plan change.
- > It is **generally a process** used to enable larger-scale developments on substantial areas of land.
- > Most private plan changes are exempt from central government's "plan stop" requirements that are currently in place during the transition to legislation that will replace the Resource Management Act. The [Ministry for the Environment website](#) has more information on "plan stop".

## Seek advice before requesting a private plan change

Requesting a private plan change is a complex and often costly process so it's recommended to get tailored advice before you proceed. A local planning professional will be able to assist you

in making a request and you may also request a private plan change pre-application meeting with Council using the [Private Plan Change Pre-Application Meeting Request Form](#) and uploaded via the [Community Portal](#).

## What to include in a request?

- > A completed [Private Plan Change Request Form](#) submitted to Council.
- > A **Section 32 analysis** including any expert reports relevant to support this evaluation.
- > An **assessment of environmental effects**.
- > Details of **consultation undertaken or proposed**.
- > The required format is set out in **Clause 22, Part 2, Schedule 1 of the Resource Management Act 1991**.
- > A **clear plan or map** showing the proposed site, it's locality and any surrounding sites.
- > A **Freehold Register** for the property and copies of any relevant consent notices, covenants and resource consents.

## What happens after a request is lodged?

If Council receives a private plan change request, it has **three options**:

### 1 REJECT THE PLAN CHANGE

Council may reject a request if:

- > **Information is inadequate.**
- > The proposal **does not represent good resource management** and would result in the District plan being inconsistent.
- > The District Plan has been operative for **less than two years**, or the same provisions have been considered by Council or the courts within the last two years.
- > It is considered to be frivolous or vexatious.

### 2 ACCEPT THE PLAN CHANGE

- > Council agrees the required information has been provided and can process the request.
- > Acceptance **does not mean Council supports** the content of the plan change.

### 3 ADOPT THE PLAN CHANGE

- > Council agrees with the content and proposed changes.
- > The plan change becomes a **Council-initiated plan change**.
- > The same **public notification and submission process** applies as for any Council-led plan change.

## Costs

All costs associated with a private plan change, including Council processing costs, must be paid by the person initiating the request. More information on the costs involved in a private plan change can be found on the private plan change request form.

# The Private Plan Change Process

More information on the private plan change process including the costs associated with this process can be found on the [Private Plan Change website](#) and on the [Private Plan Change Request Form](#).

