

Guide to Preparing an Assessment of Environmental Effects (AEE)

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 providing reasons why.

Why Provide an AEE?

As part of the application for resource consent, the Resource Management Act 1991 requires an applicant provide an AEE to explain the likely 'effects' of the proposal on the environment. The effects of the 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.

An AEE a vital source of information for Council when assessing applications for resource consent. The AEE will assist Council to make a decision with minimal cost and delay. The more detailed the AEE the less likely Council will need to ask for further information

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 the 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.

The assessment need not be a long report. In many cases, it will be fairly straightforward. If the proposal is easily understood and the affects 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 will likely need some professional input (e.g. from a private planning consultant, traffic engineers, noise specialist, ecologists). The AEE may need to include some or all of the following matters:

- Any ways of avoiding, remedying or mitigating any negative effects identified;
- 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.

AEE Checklist

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 and District Plan zoning, 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?
- **Monitoring** – Once approved, how will the effects be monitored and by whom?

- **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 effected? 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?
- **Alternative locations** – 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?