

# WINTER WORKS APPLICATION PREPARATION GUIDELINE

## 1. Introduction

A number of land use consents issued by Horizons Regional Council authorising earthworks (soil disturbance works) include a condition providing for the continuation of limited winter earthworks, normally subject to specific winter works requirements. An example of the common wording of such a consent condition is as follows:

“Earthworks shall not be conducted during the period of 1 June to 31 August or 1 May to 30 September inclusive, of any year that this consent is current, apart from minor maintenance works, unless approved in writing by Horizons Regional Council.”

## 2. Winter Works Application – When to Apply

Winter works applications should be submitted to Horizons Regional Council in writing at least 1 month prior to the specified winter works shut down period. This is to ensure that if winter works approval is not obtained, the site can be stabilised prior to the specified winter works shut down commencement date. Late applications may not be considered.

## 3. Winter Works Application – What to Include

Factors which should be included within your winter soil disturbance application:

- The nature of the proposed winter works, including location, volume and area of works (a site map showing location is useful).
- Erosion and Sediment Controls proposed, or existing, that will be/are installed. (An Erosion and Sediment Control Plan (is required if control measures differ from the approved plan).
- Maintenance schedule of Erosion and Sediment Controls to ensure working efficiency.
- Any other relevant factor (e.g. soil type on that part of the site you propose to work).

## 4. Horizons Regional Council Considerations

Horizons Regional Council staff consider many factors when reviewing a request for the continuation of winter soil disturbance works. These factors include:

- The nature of the site and the winter soil disturbance works proposed;
- The effectiveness of the existing/proposed erosion and sediment controls;
- The compliance history of the site/operator;
- Seasonal/local soil and weather conditions;
- Sensitivity of the receiving environment;
- Any other relevant factor.

If winter soil disturbance works approval is not obtained, then the site will need to be stabilised prior to the start date of the specified exclusion period in your resource consent [i.e. 1 May or 1 June].

## 5. Stabilisation Requirements

Stabilisation means providing adequate measures, vegetative and/or structural, that will protect exposed soil to prevent erosion. Measures required to fully stabilise a site can be found within the Greater Wellington Regional Council document titled *“Erosion & Sediment Control – Guidelines for the Wellington Region dated September 2002 & Reprint 2006”*, or your approved Erosion and Sediment Control Plan for the site.