



# NZ DISTILLERY DESIGN AND SETUP GUIDELINES

## PART 3 - LAND USE PLANNING, ENVIRONMENTAL CONSIDERATIONS, AND BUILDINGS AND UTILITIES



[www.distilledspiritsaotearoa.org.nz](http://www.distilledspiritsaotearoa.org.nz)

## CONTENTS

		PAGE
<b>INTRODUCTION</b>		03
<b>1.</b>	<b>LAND USE PLANNING</b>	
1.1	Introduction	03
1.2	Start-up & Ongoing Requirements	03
1.3	Local Authorities	04
1.4	Planning Documents	04
1.5	Example of Reviewing the Planning Zone	04
1.6	Hazardous Substances	04
<b>2.</b>	<b>ENVIRONMENTAL</b>	07
2.1	Introduction	09
2.2	Start-up & Ongoing Requirements	09
2.3	Purpose of the RMA	09
2.4	Air Discharge	10
2.5	Trade Waste	10
2.6	Further Information	10
<b>3.</b>	<b>BUILDINGS AND UTILITIES</b>	07
3.1	Introduction	09
3.2	Start-up & Ongoing Requirements	09
3.3	The Purpose of The Building Act 2004	09
3.4	Building Warrant of Fitness	09
3.5	Fire Safety and Evacuation of Buildings Regulations 2006	09
3.6	DISCUS - Recommended Fire Protection Practices for Distilled Spirits Beverage Facilities	09
3.7	FM Global	09
3.8	Utilities	09
3.9	Further Information	09
<b>APPENDICES</b>		
	Appendix A - Information links	

# INTRODUCTION

This part of the Start Up Guideline series covers the topics of Land Use Planning, Environmental considerations, and Buildings and Utilities, all these areas are generally administered by District and Regional Councils

Land use planning, environmental aspects, and the building code are all critical components to consider when starting a new distillery in New Zealand. Land use planning involves the regulation and management of land use activities to ensure they are compatible with existing and planned land uses, while environmental aspects focus on minimizing the impact of human activities on the natural environment. The building code sets out the minimum standards for the design, construction, and performance of buildings to ensure they are safe, healthy, and sustainable.



When starting a new distillery, land use planning regulations will determine whether the site is suitable for industrial use and whether any resource consents are required. Environmental aspects will require consideration of any potential impact on the surrounding environment, such as noise, air quality, and wastewater management. The building code will specify the requirements for the design and construction of the distillery building, including ventilation systems, fire safety, and accessibility.

Therefore, it is important to consider all of these aspects when starting a new distillery to ensure compliance with regulations and minimize the impact on the environment while providing a safe and sustainable building for operations.

---

## **DSA Comment —**

The District Planning documents can be quite confusing for the uninitiated, and its best to get some advice early on in the start up process. There is no shortage of consultants who would be happy to help out, but the first stop should be the Planners at the District Council, who can provide good advice free of charge.

# 1. LAND USE PLANNING

## 1.1. INTRODUCTION

Land Use Planning is the process of regulating the use of land by a central authority. Usually, this is done to promote desirable social and environmental outcomes as well as efficient use of resources. More specifically, the goals of modern land use planning often include environmental conservation, restraint of urban sprawl, minimization of transport costs, prevention of land use conflicts, and a reduction in exposure to pollutants.

The laws governing land use for each part of a district are published in the District Plan document which advises where there are restrictions on where certain activities can occur in specific zones. There are rules for permitted activities so you can potentially undertake a certain activity without

a resource consent as long as you can meet the general requirements such as building height, noise, distances to boundaries etc i.e. alcohol production on a large scale would be best undertaken in an industrial zone, while many micro distilleries with a very small footprint can operate quite legally in a residential zone. If a land-use consent is required, this can be applied for from the local Council, but it is often easier to find a location for the operation that meets the permitted conditions.



## 1.2. START-UP & ONGOING REQUIREMENTS

START-UP	ONGOING	COMMENT
Determine if a resource consent is required, or if the distillery can operate within the location's District Plan	Continue to operate within the requirements of the relevant District Plan or resource consent	

## 1.3. LOCAL AUTHORITIES

There are 16 Regions in New Zealand each with either a Regional Council or Unitary Authority which mainly deal with environmental and natural resource issues, these will be discussed in Section 5 of this guide. Within each of these regions there are City or District Councils which deal with activity zoning and urban planning as well as providing services to the local community. Figure 4-1 presents the location of Councils in New Zealand that are named in Table 4-1. Appendix A provides the contact details for all of the Councils.

**Figure 1 Local Government Map of New Zealand**



**Table 1 Councils in New Zealand**

REGIONAL COUNCIL	LOCAL COUNCILS	
Northland	<ul style="list-style-type: none"> <li>Whangarei District Council</li> <li>Far North District Council</li> </ul>	
Auckland Council	<ul style="list-style-type: none"> <li>Auckland Council</li> </ul>	
Waikato Regional Council	<ul style="list-style-type: none"> <li>Hamilton City Council</li> <li>Matamata-Piako District Council</li> <li>Taupo District Council</li> <li>Waikato District Council</li> <li>Waipa District Council</li> </ul>	<ul style="list-style-type: none"> <li>Thames-Coromandel District Council</li> <li>Hauraki District Council</li> <li>Otorohanga District Council</li> <li>South Waikato District Council</li> <li>Waitomo District Council</li> </ul>
Bay of Plenty Regional Council	<ul style="list-style-type: none"> <li>Tauranga City Council</li> <li>Whakatane District Council</li> <li>Kawerau District Council</li> <li>Rotorua District Council</li> </ul>	<ul style="list-style-type: none"> <li>Western Bay of Plenty District Council</li> <li>Opotiki District Council</li> <li>Taupo District Council</li> </ul>
Taranaki Regional Council	<ul style="list-style-type: none"> <li>New Plymouth District Council</li> <li>South Taranaki District Council</li> </ul>	<ul style="list-style-type: none"> <li>Stratford District Council</li> </ul>
Gisborne District Council	<ul style="list-style-type: none"> <li>Gisborne District Council</li> </ul>	
Hawke's Bay Regional Council	<ul style="list-style-type: none"> <li>Hastings District Council</li> <li>Napier City Council</li> <li>Central Hawke's Bay District Council</li> </ul>	<ul style="list-style-type: none"> <li>Rangitikei District Council</li> <li>Taupo District Council</li> <li>Wairoa District Council</li> </ul>
Manawatu-Wanganui	<ul style="list-style-type: none"> <li>Palmerston North City Council</li> <li>Horowhenua District Council</li> <li>Manawatu District Council</li> <li>Manawatu-Wanganui Regional Council</li> <li>Rangitikei District Council</li> <li>Ruapehu District Council</li> </ul>	<ul style="list-style-type: none"> <li>Stratford District Council</li> <li>Tararua District Council</li> <li>Taupo District Council</li> <li>Waitomo District Council</li> <li>Whanganui District Council</li> </ul>
Wellington Regional Council	<ul style="list-style-type: none"> <li>Wellington City Council</li> <li>Hutt City Council</li> <li>Kapiti Coast District Council</li> <li>Masterton District Council</li> <li>Porirua City Council</li> </ul>	<ul style="list-style-type: none"> <li>Tararua District Council</li> <li>Upper Hutt City Council</li> <li>Carterton District Council</li> <li>South Wairarapa District Council</li> </ul>
Tasman District Council	<ul style="list-style-type: none"> <li>Tasman District Council</li> </ul>	
Nelson City Council	<ul style="list-style-type: none"> <li>Nelson City Council</li> </ul>	

**Table 1 Councils in New Zealand**

REGIONAL COUNCIL	LOCAL COUNCILS	
Marlborough District Council	<ul style="list-style-type: none"> <li>Marlborough District Council</li> </ul>	
West Coast Regional Council	<ul style="list-style-type: none"> <li>Buller District Council</li> <li>Grey District Council</li> </ul>	<ul style="list-style-type: none"> <li>Westland District Council</li> </ul>
Canterbury Regional Council	<ul style="list-style-type: none"> <li>Christchurch City Council</li> <li>Ashburton District Council</li> <li>Hurunui District Council</li> <li>Kaikoura District Council</li> <li>Mackenzie District Council</li> </ul>	<ul style="list-style-type: none"> <li>Selwyn District Council</li> <li>Timaru District Council</li> <li>Waimakariri District Council</li> <li>Waimate District Council</li> <li>Waitaki District Council</li> </ul>
Otago Regional Council	<ul style="list-style-type: none"> <li>Dunedin City Council</li> <li>Clutha District Council</li> <li>Queenstown-Lakes District Council</li> </ul>	<ul style="list-style-type: none"> <li>Waitaki District Council</li> <li>Central Otago District Council</li> </ul>
Southland Regional Council	<ul style="list-style-type: none"> <li>Invercargill City Council</li> <li>Southland District Council</li> </ul>	<ul style="list-style-type: none"> <li>Gore District Council</li> </ul>
Chatham Islands Council	<ul style="list-style-type: none"> <li>Chatham Islands Council</li> </ul>	

## 1.4. PLANNING DOCUMENTS

The District Plan (DP) is a planning document that assists the territorial authority (city or district council) in carrying out its functions. The DP must state:

- the objectives of the district; and
- the policies to implement the objectives; and
- rules to implement the policies.

Zoning is a tool used in the DP to regulate what kind of activities can occur in a specific location. It is used to achieve complementary land use to avoid adverse effects between neighbouring activities. The type of zoning will have implications on the status of the activity and subsequently its requirement for a resource consent. Typical zonings will be open areas, residential, commercial, and several levels of business activity (light to heavy).

## 1.5. EXAMPLE OF REVIEWING THE PLANNING ZONE

An example of determining the zoning and corresponding activity status for a proposed small distillation plant located at 46 Andromeda Crescent, East Tamaki, Auckland 2013 follows:

**Step 1.** Determine the relevant City or District Council the activity is in and the corresponding District Plan.

The Auckland Council is the relevant territorial authority and therefore you would refer to the Auckland Unitary Plan (AUP).

**Step 2.** Identify the zoning of a site land parcel by referring to the planning maps contained in the District Plan.

The Auckland GeoMaps internet site shows the zoning for all the Auckland Region. The zoning for 46 Andromeda Crescent, East Tamaki is ‘Business – Light Industry Zone.’ as seen on Figure 4-2. The colour legend signifies the zone type.



**Table 4 Zoning of 46 Andromeda Cres, East Tamaki, Auckland**  
(Source: Auckland GeoMaps, viewed 7 March 2022)

**Step 3.** Identify the status of an activity based on the indicated zoning.

The DP usually has a section for each zone that details which type of activities are expected within a land parcel. This section would typically contain an activity status table.

The AUP defines ‘industrial activity’ as “The manufacturing, assembly, packaging or storage of products or the processing of raw materials and other accessory activities.”

The AUP has a chapter called ‘Chapter H – Zones.’ Under this chapter, there are sections for each zoning. Each section describes the zone, identifies the zone objectives and policies, activity status of different activities, and standards for each category of activity status.

On Table H17.4.1 Activity Table of Chapter H17 Business – Light Industry Zone of the AUP, ‘A33 - Industrial activities’ have a Permitted Activity status.

**Step 4.** Identify the conditions that must be met to comply with the indicated activity status. This is typically found in the same section as the activity table.

The H17.6 Standards subsection of the Chapter H17 Business – Light Industry Zone of the AUP specifies the standards that must be complied with for the activity to be categorised as permitted (i.e. not require a resource consent). The standards are as follows:

**“H17.6.1. Building height**

**Purpose:** manage the effects of building height including visual dominance; and manage shadowing effects of building height on public open spaces excluding streets.

- (1) Buildings must not exceed 20m in height, unless otherwise specified in the Height Variation Control on the planning maps.

**H17.6.2. Height in relation to boundary**

**Purpose:** manage the effects of building height; allow reasonable sunlight and daylight access to public open space excluding streets, and neighbouring zones; and manage visual dominance effects on neighbouring zones where lower height limits apply.

- (1) Buildings must not project beyond a 35 degree recession plane measured from a point 6m vertically above ground level along the boundary of the residential zones, open space zones, Special Purpose – Māori Purpose Zone or the Special Purpose – School Zone.



### H17.6.3. Maximum impervious area within the riparian yard

**Purpose:** support the functioning of riparian yards and in-stream health.

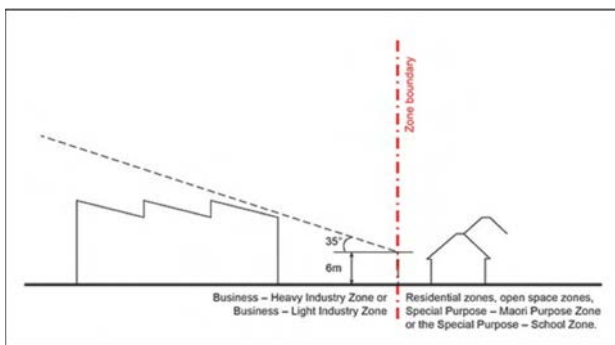
Maximum impervious area within a riparian yard must not exceed 10 per cent of the riparian yard area.

### H17.6.4. Yards

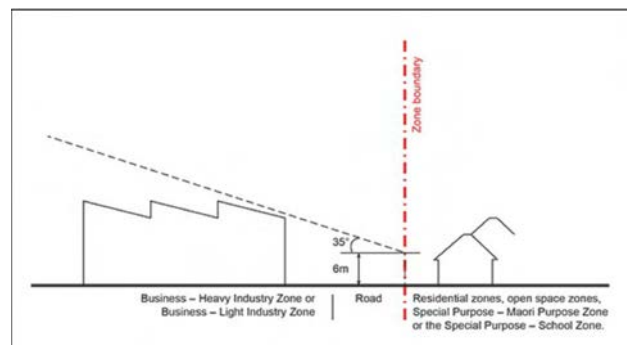
**Purpose:** provide a buffer and screening between industrial activities and neighbouring residential zones and open space zones, to mitigate adverse visual and nuisance effects; and ensure buildings are adequately set back from lakes, streams and the coastal edge to maintain water quality, amenity, provide protection from natural hazards, and potential access to the coast.

- (1) A building or parts of a building must be set back from the relevant boundary by the minimum depth listed in Table H17.6.4.1.

YARD	MINIMUM DEPTH
Front	2m, Yards are not required for internal roads or service lanes
Rear	5m where the rear boundary adjoins a residential zone, an open space zone, the Special Purpose – Māori Purpose Zone or the Special Purpose – School Zone
Side	5m where the side boundary adjoins a residential zone, an open space zone, the Special Purpose – Māori Purpose Zone or the Special Purpose – School Zone
Riparian yard	10m from the edge of permanent and intermittent streams
Lakeside yard	30m
Coastal protection yard	25m, or as otherwise specified in Appendix 6 Coastal protection yard of the AUP



**Figure 4-3 Height in relation to boundary**  
(Source: The Auckland Unitary Plan, viewed 7 March 2022).



**Figure 4-4 Height in relation to boundary opposite a road**  
(Source: The Auckland Unitary Plan, viewed 7 March 2022).

### Note 1

A side or rear yard, and/or landscaping within that yard, is only required along that part of the side or rear boundary adjoining a residential zone, open space zone, Special Purpose – Māori Purpose Zone or Special Purpose – School Zone.

- (2) Front yards (excluding access points) must be planted with a mixture of trees, shrubs or ground cover plants (including grass) within and along the full extent of the yard.
- (3) Side and rear yards must be planted with a mixture of trees, shrubs or ground cover plants (including grass) within and along the full extent of the yard to provide a densely planted visual buffer for a depth of at least 3m and must be appropriately maintained thereafter.

### H17.6.5. Storage and screening

---

**Purpose:** require rubbish and/or storage areas to be screened from neighbouring residential, rural, open space zones, the Special Purpose – Māori Purpose Zone or Special Purpose – School Zone.

- (1) Any outdoor storage or rubbish collection areas that directly face and are visible from a residential zone, rural zone, open space zone, Special Purpose – Māori Purpose Zone or Special Purpose – School Zone adjoining a boundary with, or on the opposite side of the road from, an industrial zone, must be screened from those areas by landscaping, a solid wall or fence at least 1.8m high.”

**Step 5.** In addition to the standards that must be complied with in relation to a specific activity status, other standards may also apply depending on the nature of the activity.

The AUP has rules that apply across in the entire Plan in the C1 – General Rules chapter. Furthermore, standards regarding air quality, trade waste, and other standards specific to industrial and trade activities may need to be complied with. These are discussed in Section 5 of this guideline.

## 1.6. HAZARDOUS SUBSTANCES

A hazardous substance has properties that are explosive, flammable, oxidising, toxic, corrosive or toxic to the environment. Potable alcohol is a flammable liquid that is associated with the hazards of fire and explosion. According to the globally harmonised system (GHS), typical ethanol mixtures are classified as Flammable liquid 2 or Category 3.1 based on their respective flashpoints.

**The Health and Safety at Work (Hazardous Substances) Regulations 2017 (HS Regulations 2017)** is the main legislation that regulates the management of hazardous substances. Regional plans may include provisions relating to hazardous substances.

**Step 1.** Identify whether provisions relating to hazardous substances are included in the relevant Regional Plan.

In Chapter E Auckland-wide, section ‘E31 – Hazardous Substances’ under Environmental Risk in the Auckland Unitary Plan, rules must be complied with along with the regulations under HS Regulations 2017. Such rules are designed to address the potential adverse effects of hazard substances in the Auckland region.

**Step 2.** Identify the activity status of the relevant hazardous substances.

Activity tables found typically in the same section indicate the activity status of the hazardous substance.

In the same section of the AUP, activity tables Table E31.4.1, Table E31.4.2 and Table E31.4.3 can be found. In Table E31.4.3, Flammable liquids Class 3 A20 - A24 have different activity statuses depending on the subclass. For a small distillery plant, Sub-class 3.1A and 3.1B typically applies as alcohol mixtures above 50% are categorised as 3.1B. Storage or use of hazardous substances of up to 6 tonnes (t) is a Permitted Activity. Volumes exceeding 6t but less than 12t are a Restricted Discretionary Activity.

**Step 3.** Identify the standards that must be met to meet the indicated activity status. This is typically found in the same section of the plan.

E31.6. Standards section describes the different standards that must be complied with depending on the activity:

“Activities listed in Table E31.4.1, Table E31.4.2 and Table E31.4.3 must comply with the following standards.

**E31.6.1. Hazardous facilities site design**

- (1) Any part of a hazardous facility involved in the manufacture, mixing, packaging, storage, loading, transfer, usage or handling of hazardous substances must be located designed, constructed and operated to ensure that:
  - (a) on-site facilities are set back from the more sensitive uses and watercourses to comply with the distances specified in the activity tables above; and
  - (b) hazardous substances are stored to:
    - (i) ensure that in the event of an unintended spill or release substances are contained within the intended areas of the site; and
    - (ii) prevent the accumulation of any solid, liquid, gas or vapour outside of the site area.

**E31.6.2. Site drainage systems**

- (1) The site drainage systems (including for washwater) must be designed, constructed and operated to prevent the entry or discharge of hazardous substances into:
  - (a) the stormwater or sewerage systems unless authorised by the relevant network utility operator; and
  - (b) air, land or water, including groundwater and potable water supplies, unless authorised by a resource consent or another rule in the Plan.

**Note 11** Compliance can be achieved using precautionary methods, including clearly identified stormwater grates and access holes, roofing, sloped pavements, interceptor drains, containment and diversion valves, oil-water separators, sumps and similar systems.

### **E31.6.3. Hazardous facilities spill containment system**

---

- (1) Any part of the hazardous facility site where a hazardous substance spill may occur must be serviced by a suitable spill containment system that is:
- (a) constructed from impervious materials resistant to all hazardous substances on-site; and
  - (b) for liquid hazardous substances:
    - (i) able to contain the maximum volume of the largest tank present plus an allowance for stormwater or fire water;
    - (ii) for drums or other smaller containers, able to contain half of the maximum volume of substances stored, plus an allowance for stormwater or fire water;
    - (iii) able to prevent any spill or other unintentional release of hazardous substances, and any stormwater and/or fire water that has become contaminated, from entering the stormwater drainage system, unless authorised by the relevant network utility; and
    - (iv) able to prevent any spill or other unintentional release of hazardous substances, and any stormwater and/or fire water that has become contaminated, from discharging into air, land or water, including groundwater and potable water supplies, unless authorised by a resource consent or another rule in the Plan.

### **E31.6.4. Hazardous facilities waste management**

---

- (1) Any hazardous facility generating waste containing hazardous substances must dispose of these wastes to lawfully operated facilities or be serviced by a Council approved waste disposal contractor.”

# 2. ENVIRONMENTAL

## 2.1. INTRODUCTION

The Resource Management Act 1991 (RMA) is the main law governing how people interact with natural resources. As well as managing air, soil, freshwater and the coastal marine area, the RMA regulates land use and the provision of infrastructure, which are integral components of Aotearoa New Zealand’s resource management system. People can use natural resources if doing so is allowed under the RMA, a national environmental standard, a regional plan or authorised by a resource consent.



## 2.2. START-UP & ONGOING REQUIREMENTS

START-UP	ONGOING	COMMENT
Determine if a resource consent is required, or if the distillery can operate within the location’s District / Regional Plan	Continue to operate within the requirements of the relevant District / Regional Plan or resource consent	

## 2.3. PURPOSE OF THE RMA

The purpose and principles of the RMA are described below:

### 5 Purpose

- (1) The purpose of this Act is to promote the sustainable management of natural and physical resources.

- (2) In this Act, sustainable management means managing the use, development, and protection of natural and physical resources in a way, or at a rate, which enables people and communities to provide for their social, economic, and cultural well-being and for their health and safety while—
- (a) sustaining the potential of natural and physical resources (excluding minerals) to meet the reasonably foreseeable needs of future generations; and
  - (b) safeguarding the life-supporting capacity of air, water, soil, and ecosystems; and
  - (c) avoiding, remedying, or mitigating any adverse effects of activities on the environment.”

One of the most relevant sections of the RMA with regards to an industrial activity is Section 15 - Discharges: **15 Discharge of contaminants into environment**

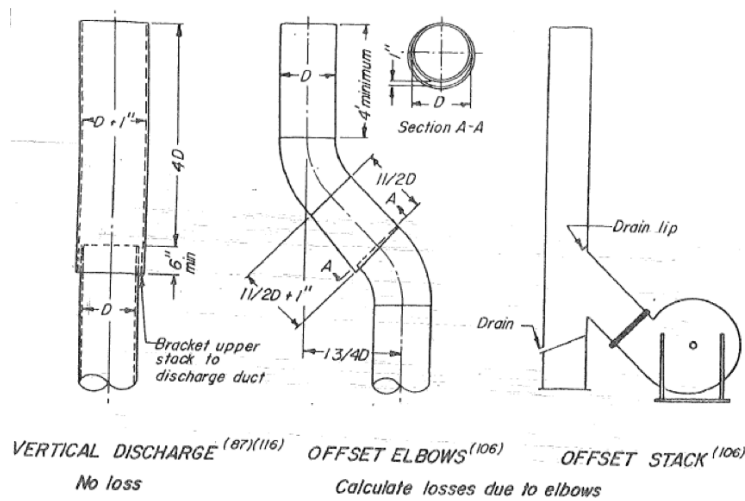
- (1) No person may discharge any—
- (a) contaminant or water into water; or
  - (b) contaminant onto or into land in circumstances which may result in that contaminant (or any other contaminant emanating as a result of natural processes from that contaminant) entering water; or
  - (c) contaminant from any industrial or trade premises into air; or
  - (d) contaminant from any industrial or trade premises onto or into land— unless the discharge is expressly allowed by a national environmental standard or other regulations, a rule in a regional plan as well as a rule in a proposed regional plan for the same region (if there is one), or a resource consent.
- (2) No person may discharge a contaminant into the air, or into or onto land, from a place or any other source, whether moveable or not, in a manner that contravenes a national environmental standard unless the discharge –
- (a) is expressly allowed by other regulations; or
  - (b) is expressly allowed by a resource consent; or
  - (c) is an activity allowed by section 20A.
- (2A) No person may discharge a contaminant into the air, or into or onto land, from a place or any other source, whether moveable or not, in a manner that contravenes a regional rule unless the discharge—
- (a) is expressly allowed by a national environmental standard or other regulations; or
  - (b) is expressly allowed by a resource consent; or
  - (c) is an activity allowed by section 20A.
- (3) This section shall not apply to anything to which section 15A or section 15B applies.”

## 2.4. AIR DISCHARGE

The discharge of contaminants into air from an industrial activity is regulated through provisions of a National Environmental Standard (NES), a Regional Plan that combines a range of environmental topics or a separate Regional Air Plan. Expectations of air quality may differ depending on the district/city zone the site is located. An industrial zone will typically be expected to have low to medium air quality due to the nature of the activities undertaken there.

It is recommended that the following parameters are implemented to comply with typical Permitted Activity standards.

- The discharge velocity within a vent or chimney discharging contaminants above the roof is at least 10 m/s. Velocity = flow/cross sectional area.
- Discharge from a vent or chimney should be oriented vertically to maximise dispersion.
- If protection from rain entering the chimney or vent is required do not use caps, continue to maintain vertical flow. Designs to achieve this are presented in Figure 5-1.
- Vent discharge height should be at least 3m above the peak of the roof to reduce the potential for downdraft.



1. Rain protection characteristics of these caps are superior to a deflecting cap located 0.75D from top of stack.
2. The length of upper stack is related to rain protection. Excessive additional distance may cause "Blowout" of effluent at the gap between upper and lower sections.<sup>(86)</sup>



**Table 5-1 Rain protection for vents**

**Step 1.** Identify the relevant regional planning document relating to air quality.

The Auckland Council has provisions relating to air quality in Chapter E Auckland-wide, section 'E14 - Air quality' in the AUP, it does not have a separate regional air plan. An activity table specifies the activity status for the discharge of contaminants into air which then directs what criteria need to be met.

**Step 2.** Identify the activity status of the air discharge.

With reference to the same site used as an example in Section 4.4 of this guideline, the site is in the ‘Business – Light Industry Zone.’ A medium air quality (industry) classification therefore applies.

Activity Table E14.4.1 in section E14 specifies the activity status for the discharge of contaminants into air depending on the air quality level expected in a zone.

**Activity ‘A99** - Alcoholic beverage production from fermentation of plant matter to produce up to 25 million l/ year or greater than 25 million l/year with the specified odour standards for permitted activities’ is a Permitted Activity under all levels of air quality.

**Activity ‘A100** - Alcoholic beverage production from fermentation of plant matter not meeting the permitted activity standards’ is a Restricted Discretionary Activity under all levels of air quality.

**Step 3.** Identify the standards that must be met to meet the indicated activity status. This is typically found in the same section of the plan.

**E14.6.** Standards section describes the different standards that must be complied with depending on the activity. Standard E14.6.1.17 relating to Permitted Activity ‘A99’ must be complied with:

“(1) Odour discharges from the wort kettles (or equivalent equipment) from the fermentation of plant matter to produce more than 25 million l/year must be discharged through control equipment with an odour removal efficiency of better than 90 per cent.”

## 2.4.1. GENERAL PERMITTED CONDITIONS

The conditions that all permitted activities have to comply with are:

### **E14.6.1.1. General standards:**

- (1) The discharge must not cause, or be likely to cause, adverse effects on human health, property or ecosystems beyond the boundary of the premises where the activity takes place.
- (2) The discharge must not cause noxious, dangerous, offensive or objectionable odour, dust, particulate, smoke or ash beyond the boundary of the premises where the activity takes place.
- (3) There must be no dangerous, offensive or objectionable visible emissions.
- (4) There must be no spray drift or overspray beyond the boundary of the premises where the activity takes place.

**Note 1** When making a determination of adverse effects in relation to odour and dust, the FIDOL factors (frequency, intensity, duration, offensiveness and location) should be used. The use of the FIDOL factors provides a framework for making an objective and consistent assessment in relation to the degree of effects. The nature of the zone, predominant types of activities within any given area and amenity provisions for each zone, precinct or overlay will be taken into account when undertaking the assessment effects on the environment.



## 2.4.2. SMALL BOILER CONDITIONS

The permitted conditions for small combustion sources are as follows:

### E14.6.1.7. Small combustion sources established from 1 May 2014

- (1) The activity must not include internal combustion engines/generators.
- (2) There must be no visible emissions resulting from the combustion process other than heat haze and clean steam during normal operation.
- (3) Air discharges must be through a stack, the height of which must be determined by the procedures set out by the NSW Environment Protection Agency Guidelines for estimating Chimney Heights for small and medium sized Fuel Burning Equipment February 1993 or if the stack height does not comply then the operator must demonstrate that the activity will not cause an exceedance of the relevant air quality standards beyond the site boundary.
- (4) Rain excluders must not impede the upward discharge of combustion gases.
- (5) The sulphur content of the fuel is no more than 0.5 per cent by weight.
- (6) Maintenance of combustion appliances must occur in accordance with manufacturer's specifications and maintenance records must be made available to Council officers on request.

## 2.4.3. NSW CHIMNEY HEIGHT ESTIMATION

For flat terrain the uncorrected chimney height  $h_u$  (in metres) for an isolated chimney may be calculated by the following formulae:

**For sulphur-bearing fuels:**

$$h_u = 13 - 4 \times (Ms)^{0.2} + 5 \times (Ms)^{0.4} \dots \dots \dots (1)$$

where  $M_s$  is the hourly mass emission rate of sulphur dioxide (kg/h) at full rated capacity.

$$M_s = 2 \times (S_u) \times Q \dots \dots \dots (1A)$$

Where  $S_u$  is the sulphur content of the fuel (% by weight),  $Q$  is the fuel consumption rate (kg/h).  $M_s$  should not exceed 300 kg/h for these formulae to apply.

**For natural gas:**

$$h_u = 8 - 4 \times (M_n)^{0.2} + 5 \times (M_n)^{0.4}$$

$$\text{where } M_n = 0.05 \times (H_{cap})^{1.14} \text{ or, } \dots \dots \dots (2)$$

$$M_n = 0.22 \times (P_{cap})^{1.14}$$

The empirical formulae above are based on source testing where  $M_n$  is an estimate of the hourly mass emission rate of nitrogen oxides (kg/h).

$M_n$  should not exceed 100 kg/h for these formulae to apply.

$H_{cap}$  = heat capacity of boiler in gigajoules per hour (GJ/h) or,

$P_{cap}$  = thermal power capacity of boiler in megawatts (MW).

**Building Effects**

If the chimney has a nearby building, the final height ( $h_f$ ) of the chimney required to eliminate the aerodynamic effects of the building may be estimated from the following equation (Dean, 1990).

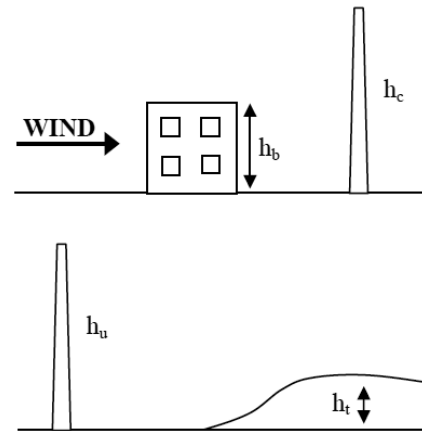
$$h_f = Ahc + Bhb \dots\dots\dots (5)$$

where  $h_b$  is the height of building to the roof ridge,

$hc$  is the terrain-corrected chimney height,  $hc = h_u + \frac{1}{2} h_t$

( $hc = h_u$  when there are no terrain effects),

A and B are selected from the following table:



**Effective Height Coefficients**

BUILDING PLAN DIMENSIONS	ANGLE	A	B
3 x 3	45°	0.84	1.04
3 x 3	0°	0.74	1.01
1 x 1	45°	0.74	1.01
1 x 1	0°	0.76	0.76
HEMISPHERE		0.76	0.76
1/3 X 1/3	45°	0.74	0.70
1/3 X 1/3	0°	0.78	0.56
1/2 X 1	0°	0.84	0.42
1.5 X 1	0°	0.76	0.83
2 x 1	0°	0.76	0.91
3 x 1	0°	0.76	0.94
5 x 1	0°	0.76	0.97
8 x 1	0°	0.76	0.97
14 x 1	0°	0.76	0.97

Note: The Building Plan Dimensions referred to above are the width-by-length ratios relative to the building height (assumed to be unity). For a cluster of buildings, the dimensions of the envelope of that cluster should be used.

The Angle refers to the angle (in plan view) between the wind direction and the longitudinal axis of the building. That is, an angle of 0° denotes a wind direction normal to the building width dimension (W).

## 2.5. TRADE WASTE

Trade waste is produced by a wide variety of businesses such as industrial and manufacturing processes. Trade waste discharged into the public wastewater system can negatively impact the public wastewater system, environment and public health e.g. acidic wastes can dissolve concrete pipes over time.

The purpose of the Auckland Trade Waste Bylaw 2013 is to -

- (a) protect the health and safety of people and the environment from potential adverse effects of harmful substances discharged to the public wastewater system;
- (b) protect the public wastewater system from damage and provide for its efficient operation;
- (c) assist treatment plants within the public wastewater system to process wastewater and produce biosolids of a guaranteed quality; and
- (d) encourage waste minimisation, cleaner production, efficient recycling and reuse of waste streams at business premises.

Each territorial authority will have regulatory tools in place to manage trade waste discharges. This is typically done through a trade waste bylaw.

### 2.5.1. AUCKLAND COUNCIL TRADE WASTE BYLAW 2013

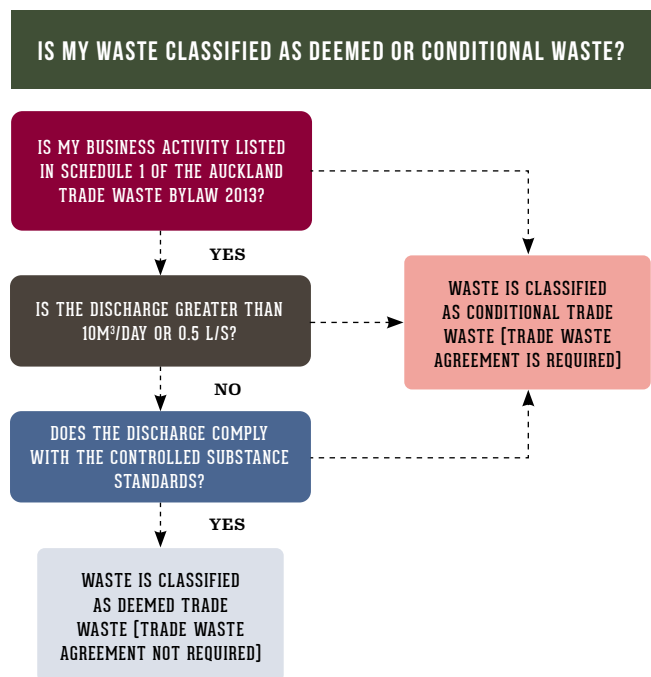
The Auckland Council enforces the **Trade Waste Bylaw 2013** which is managed by Watercare Services Limited.

**Step 1.** Identify the classification of trade waste as indicated by the trade waste bylaw. Watercare classifies trade waste as either deemed trade waste (low risk) or conditional trade waste (higher risk) as presented in Figure 5-2.

**Step 2.** Identify the requirements to be met according to the trade waste classification.

To qualify as deemed trade waste according to the Auckland Trade Waste Bylaw 2013, the following requirements must be met:

- deemed waste is a result of an activity listed in Schedule 1 of the bylaw and meets our controlled substance standards, *and*
- is not conditional trade waste and does not have any of the prohibited characteristics listed in Schedule 3 of the bylaw, *and*
- is less than 10 cubic metres per day and less than 0.5 litres per second.



**Table 5-2 Tradewaste Classification Flowchart - Auckland Council Trade Waste Bylaw 2013**

(Source: <https://www.watercare.co.nz/Water-and-wastewater/Trade-waste/What-is-your-classification>, viewed on 2 March 2022).

Activities listed on Schedule 1 of the Auckland Trade Waste Bylaw 2013 do not include a small distillery plant. As such, it is classified as conditional trade waste and a trade waste agreement is required.

**NO PERSON MAY DISCHARGE TRADE WASTE INTO THE PUBLIC WASTEWATER SYSTEM OF A TYPE PROHIBITED IN SCHEDULE 3.**

RELATED INFORMATION	Types or sources of discharges requiring a trade waste agreement include, but are not limited to:	
Processing of consumable products	<ul style="list-style-type: none"> <li>• Beverages</li> <li>• Brewery, winery, spirits</li> <li>• Dairy products</li> </ul>	<ul style="list-style-type: none"> <li>• Food and food products</li> <li>• Meat, fish and shellfish</li> </ul>
Manufacturing fabrication, finishing	<ul style="list-style-type: none"> <li>• Adhesive, resine, fibreglass, latex</li> <li>• Agricultural, veterinary</li> </ul>	<ul style="list-style-type: none"> <li>• Fertiliser, soil amendment products</li> <li>• Hazardous materials</li> </ul>

**Step 3.** Apply for a trade waste agreement or consent if required.

Conditional trade waste must comply with the following requirements according to the Auckland Trade Waste Bylaw 2013:

- follow the regulations set out in the bylaw
- have a trade waste agreement setting out your discharge limits and monitoring criteria.
- comply with our controlled substance standards unless the agreement authorises an exemption.

**Section 11(3) of the tradewaste bylaw states:**

Council may include conditions on the following matters when entering into a trade waste agreement in subclause (1) -

- (a) points of discharge;
- (b) pre-treatment requirements;
- (c) records of scheduled cleaning, maintenance and calibration of pre-treatment systems;
- (d) concentration or mass limits on certain substances in the discharge;
- (e) limits on the volume and flow rate of the discharge;
- (f) timing of the discharge;
- (g) provision of appropriate sampling points for the purposes of monitoring;
- (h) metering, monitoring and sampling of the discharge by the occupier;
- (i) metering, monitoring and sampling of the discharge by council;
- (j) laboratories that may analyse samples of the discharge; and
- (k) any other relevant matter.

Trade waste agreements require a trade waste management plan. The Trade Waste Controls 2019 limits alcohol concentrations in trade waste to 500 mg/L for worker safety and the potential for it to overload the treatment processes.

## 2.6. FURTHER INFORMATION

Links to useful internet sites relating to this topic are attached as **Appendix A**.

# 3. BUILDINGS AND UTILITIES

## 3.1. INTRODUCTION

The Building Act 2004 sets out the rules for the construction, alteration, demolition and maintenance of new and existing buildings in New Zealand. It aims to improve control, encourage better design and construction and provide greater assurance for consumers.

The Building Act and its regulations work alongside other legislation, including:

- Resource Management Act
- laws specifying certain plumbing, gas and electrical work must be done by qualified professionals
- Fire Service Act 1975
- council bylaws.



## 3.2. START-UP & ONGOING REQUIREMENTS

START-UP	ONGOING	COMMENT
Apply for building consent, obtain a code compliance certificate. Obtain certificates of compliance for electrical and gas fitting work as relevant	Renew the Building Warrant of Fitness annually	

## 3.3. THE PURPOSE OF THE BUILDING ACT 2004

The purpose of the Building Act 2004 is to ensure:

- people can use buildings safely and without endangering their health
- buildings have elements that contribute appropriately to the health, physical independence and well-being of the people who use them
- people can escape from a building if it is on fire
- buildings are designed, constructed and can be used in ways that promote sustainable development.

The Building Act stipulates:

- clear expectations of the standards buildings should meet (Building Code)
- guidance on how to meet those standards
- more certainty that specialists and experts design, construct and inspect buildings
- scrutiny of the building consent and inspection process
- protection for homeowners through mandatory warranties.

It also ensures that when work happens on existing buildings, they are incrementally improved to provide:

- ways to escape from fire
- sanitary facilities
- access and facilities for people with disabilities
- strength to withstand earthquakes.

You can see the full Building Act 2004 on the New Zealand Legislation website.

### **3.3.1. THE BUILDING CODE**

The purpose of the Building Act 2004 is to ensure:

All building work in New Zealand must meet the performance standards set by the Building Code, even if it doesn't need a consent.

The Building Code sets clear expectations of the standards buildings should meet.

It covers:

- structural stability
- fire safety
- access
- moisture control
- durability
- services and facilities
- energy efficiency.

The Building Code states how a building must perform in its intended use, rather than describing how the building must be designed and constructed.

### **3.3.2. MEETING BUILDING CODE REQUIREMENTS**

The Council assesses plans and specifications in your consent application to ensure the proposed building work will comply with the Building Code. When they are satisfied that you have met the requirements, they will issue a building consent for the work to proceed.

If your finished building work:

- complies with the consented plans
- and all inspections have been passed
- and all necessary certificates have been supplied

A code compliance certificate will be issued. This confirms that you have met the requirements of the Building Code.

### 3.3.3. HOW TO DEMONSTRATE BUILDING CODE COMPLIANCE

You can use design solutions given in Acceptable Solutions or use the calculation and test methods in Verification Methods to demonstrate how the proposed building work will comply with the Building Code.

You can choose other means to show compliance with the building code, which are often referred to as alternative solutions.

Product certification is voluntary but an assured way of demonstrating compliance with the building code, as long as the limitations and conditions are adhered to.

**Energy work certificates show that certain electricity and gas work is carried out by qualified and licensed people, and also demonstrates compliance with the Building Code.**

### 3.3.4. WAIVERS AND MODIFICATIONS OF THE BUILDING CODE

Section 67 of the Building Act 2004 allows territorial authorities (Councils) (TA) to grant a building consent subject to waiver or modification of the Building Code.

## 3.4. BUILDING WARRANT OF FITNESS

The Building Act 2004 sets out the warrant of fitness requirements on the building owner which includes a compliance schedule which lists specified systems.

### 3.4.1. SPECIFIED SYSTEMS

A specified system under the Building Act means “a system or feature that is contained in, or attached to, a building; and contributes to the proper functioning of the building (for example, an automatic sprinkler system)”.

Under the Building Act 2004, all buildings (other than single residential buildings, unless they have a cable car) require a compliance schedule and annual building warrant of fitness if they contain any of the following:

1. Automatic systems for fire suppression (for example, sprinkler systems).
2. Automatic or manual emergency warning systems for fire or other dangers (other than a warning system for fire that is entirely within a household unit and serves only that unit).
3. Electromagnetic or automatic doors or windows (for example, ones that close on fire alarm activation).
4. Emergency lighting systems.
5. Escape route pressurisation systems.
6. Riser mains for use by fire services.
7. Automatic backflow preventers connected to a potable water supply.
8. Lifts, escalators, travelators, or other systems for moving people or goods within buildings.
9. Mechanical ventilation or air conditioning systems.
10. Building maintenance units providing access to exterior and interior walls of buildings.
11. Laboratory fume cupboards.
12. Audio loops or other assistive listening systems.

13. Smoke control systems.
14. Emergency power systems for, or signs relating to, a system or feature specified in any of clauses 1-13.
15. Any or all of the following systems and features, so long as they form part of a building's means of escape from fire, and so long as those means also contain any or all of the systems or features specified in clauses 1 to 6, 9, and 13:
  - a. Systems for communicating spoken information intended to facilitate evacuation; and
  - b. Final exits (as defined by clause A2 of the building code); and
  - c. Fire separations (as so defined); and
  - d. Signs for communicating information intended to facilitate evacuation; and
  - e. Smoke separations (as so defined).

All buildings with a cable car, including single residential buildings, require a compliance schedule.

### 3.4.2. BUILDING CODE

Schedule 1 of the Building Regulations 1992 (Building Code) stipulates the specified systems requirement and section A classifies the building use.

Buildings are classified according to type, under seven categories.

**1.0.2** A building with a given classified use may have one or more intended uses as defined in the Act.

Industrial building use is defined as:

#### **6.0.1 Applies to a building or use where people use material and physical effort to:**

---

- (a) extract or convert natural resources,
- (b) produce goods or energy from natural or converted resources,
- (c) repair goods, or
- (d) store goods (ensuing from the industrial process).

**Examples:** an agricultural building, agricultural processing facility, aircraft hangar, factory, power station, sewage treatment works, warehouse or utility.

**Clause A3** of the Building Code sets an importance level to the building depending on the risk level of the activities carried out within it. As there is the potential for fire that might extend beyond the boundary of the site the building importance level should be level 4 on the BWOFF.

**Level 4 includes:** Buildings housing highly toxic gas or explosive materials capable of causing acutely hazardous conditions that extend beyond property boundaries. If the planned distillery activity was very small Level 3 might be more appropriate.

**Level 3 includes:** Buildings not included in importance level 4 or 5 containing sufficient quantities of highly toxic gas or explosive materials capable of causing acutely hazardous conditions that do not extend beyond property boundaries.

The rest of the Code deals with other building related matters including fire protection under Sections C1-6. The contents of schedule 1 follow:



General provisions	A1	Classified uses
	A2	Interpretation
	A3	Building importance levels
Stability	B1	Structure
	B2	Durability
Fire safety	C1	Objectives of clauses C2 to C6 (protection from fire)
	C2	Prevention of fire occurring
	C3	Fire affecting areas beyond the fire source
	C4	Movement to place of safety
	C5	Access and safety for firefighting operations
	C6	Structural stability
Access	D1	Access routes
	D2	Mechanical installations for access
Moisture	E1	Surface water
	E2	External moisture
	E3	Internal moisture
Safety of users	F1	Hazardous agents on site
	F2	Hazardous building materials
	F3	Hazardous substances and processes
	F4	Safety from falling
	F5	Construction and demolition hazards
	F6	Visibility in escape routes
	F7	Warning systems
	F8	Signs
	F9	Means of restricting access to residential pools
Services & facilities	G1	Personal hygiene
	G2	Laundrying
	G3	Food preparation and prevention of contamination
	G4	Ventilation
	G5	Interior environment
	G6	Airborne and impact sound
	G7	Natural light

	G8	Artificial light
	G9	Electricity
	G10	Piped services
	G11	Gas as an energy source
	G12	Water supplies
	G13	Foul water
	G14	Industrial liquid waste
	G15	Solid waste
<b>Energy efficiency</b>	H1	Energy efficiency

### 3.4.3. SECTION F3 - HAZARDOUS SUBSTANCES

The Building's functional requirement in relation to storage and use of hazardous substances is:

**F3.2** Buildings where hazardous substances are stored and hazardous processes undertaken, shall be constructed to provide adequate protection to people and to other property.

#### Performance

**F3.3** Spaces in buildings where hazardous substances are stored, handled or used, or where hazardous processes are undertaken, shall be located and constructed to protect people, and other property, under both normal and reasonably foreseeable abnormal conditions, and shall be provided with:

- (a) means of restricting unauthorised access,
- (b) means of preventing hazardous substances, or other materials unacceptable to the network utility operator, from entering sewers or public drains,
- (c) means of allowing the harmless release of pressure where there is a significant risk of explosion occurring,
- (d) protected ignition sources where flammable or explosive goods are stored,
- (e) means of rendering harmless by ventilation, containment, dilution, or chemical or biological action, any radioactive, toxic or flammable vapours, gases or materials which may escape from pipes, vessels or containers,
- (f) impervious, easily cleaned surface finishes on building elements likely to be splashed or become contaminated in the course of the intended use of the building, and
- (g) signs as required by Clause F8 Signs.

Signs must be provided in and about buildings to identify:

- a) Escape routes
- b) emergency-related safety features
- c) potential hazards, and
- d) accessible routes and facilities for people with disabilities

## 3.5. FIRE SAFETY AND EVACUATION OF BUILDINGS REGULATIONS 2006

Section 21A(1)(b) of the Fire Service Act 1975 (FSA) stipulates an evacuation scheme is required if 10 or more people are employed on site.

Schedule 2 of the Fire Safety and Evacuation of Buildings Regulations 2006 (FSEBR) sets the minimum amounts of hazardous substances held on a site before an evacuation scheme is required under section 21A(1)(d) of the FSA. The matters to be addressed in the evacuation scheme are stated in Regulation 17 of the FSEBR.

### 3.5.1. REG.17 FSEBR GENERAL MATTERS TO BE INCLUDED IN EVACUATION SCHEME

An evacuation scheme for a building must—

- (a) designate 1 or more places of safety—
  - (i) inside or outside the building, if the building has an automatic sprinkler system; or
  - (ii) outside the building, in any other case; and
- (b) specify how the building's occupants are alerted to a fire emergency in the building; and
- (c) specify how the building's occupants are informed of—
  - (i) the measures they should take for their personal safety, once alerted to a fire emergency; and
  - (ii) the need, if necessary, to evacuate to the place or places of safety for the building; and
  - (iii) where the place of safety is or the places of safety are and the fastest way to get to it or them; and
- (d) include a list of any fire-fighting equipment available for use by the building's occupants in a fire emergency and the location of the equipment; and
- (e) include a requirement that an appropriate number of signs and notices be erected in the building, at the routes of travel to the place or places of safety for the building, displaying the information set out in clause 1 of Schedule 3;

#### **Clause 1:** Signs and notices

A sign or notice for the purposes of regulation 17(e) must contain the following information:

- (a) how to raise an alarm of fire;
- (b) what to do if an alarm of fire is raised and
- (f) include a requirement that the owner of the building notify the National Commander, in writing, if 1 or more of the events set out in clause 8 of Schedule 3 occurs; and
- (g) include a requirement that trial evacuations of the building be undertaken in the manner set out in clauses 2 to 4 of Schedule 3, if the building is a building used—
  - (i) for the purposes of providing early childhood facilities (other than in a household unit); or
  - (ii) as an educational institution; and
- (h) for any other building, include a requirement that either—
  - (i) trial evacuations of the building be undertaken in the manner set out in clauses 2 to 4 of Schedule 3; or
  - (ii) the owner of the building prepare and implement an evacuation training programme in the manner set out in clauses 5 to 7 of Schedule 3.

An example of an emergency response plan is attached as Appendix D which also discusses fire service requirements.

### 3.6. DISCUS — RECOMMENDED FIRE PROTECTION PRACTICES FOR DISTILLED SPIRITS BEVERAGE FACILITIES

The Distilled Spirits Council of the United States, Inc. (DISCUS) is a national trade association representing producers and marketers of distilled spirits products sold in the United States. This association has prepared a 157-page guideline on fire protection for distillation operations which can be purchased or is complimentary with membership of the association.

The United States National Fire Protection Association discusses distillation operations risks as follows: “One of the most dangerous aspects of distilling, Gerczynski says, are the alcohol vapours that not only can emanate from the distilling equipment, but also from the barrels or casks of stored distillates. Colloquially known as “the angels’ share,” industry sources say as much as one percent of a cask’s contents can be lost through evaporation each year. There’s so much alcohol vapor in the air at some distilleries that they’ve implemented methods to collect and reuse it. The DISCUS manual requires either mechanical or natural ventilation to keep the concentration of vapours in the air at or below 25 percent of the lower flammable limit, or the minimum concentration at which the vapours can ignite in air, which varies based on temperature and alcohol concentration. “This should be confirmed by sampling the actual vapor concentration under normal operating conditions,” the document reads.”

### 3.7. FM GLOBAL

FM Global is a worldwide insurer that has also undertaken real life tests of loss scenarios. Fact sheet 7-74 on distilleries provide guidance on the fire and explosion hazards associated with the production of distilled spirits. It includes recommendations to minimize losses from these hazards.

### 3.8. UTILITIES

As discussed in the building section work on utilities such as electrical and gas installations should be undertaken by qualified people. There are a range of regulations the people undertaking this work need to comply with such as the:

- Electricity Act 1992,
- Electricity (Safety) Regulations 2010
- AS/NZS 3000:2007 (The Wiring Rules)
- Gas Act 1992
- Plumbers, Gasfitters, and Drainlayers Act 2006
- Gas (Safety and Measurement) Regulations 2010
- AS/NZS 5601.1:2013

Water Supply will be discussed further in the food safety section as water quality could affect both product quality, or be a source of contaminants. Similarly, if compressed bottled gas or compressed air are used in a part of the process where they may contact the alcohol or its raw materials any food safety risks need to be assessed.

### 3.9. FURTHER INFORMATION

Links to useful internet sites relating to this topic are attached as Appendix A.

# APPENDIX A — INFORMATION LINKS

## ALCOHOL MANUFACTURE AND SALE LINKS

LINK TOPIC	LINK
Helpful info on Alcohol Rules including online sale of alcohol, licensing etc.	<a href="https://www.alcohol.org.nz/faq">https://www.alcohol.org.nz/faq</a>
Customs Controlled Area licences	<a href="https://www.customs.govt.nz/business/excise/apply-for-a-licence/">https://www.customs.govt.nz/business/excise/apply-for-a-licence/</a>
Lists Customs controlled areas and a list of all alcohol producers that are licenced.	<a href="https://www.customs.govt.nz/business/customs-controlled-areas/">https://www.customs.govt.nz/business/customs-controlled-areas/</a>
Alcohol Licensing	<a href="https://www.alcohol.org.nz/alcohol-management-laws/licensing-local-policies/alcohol-licensing">https://www.alcohol.org.nz/alcohol-management-laws/licensing-local-policies/alcohol-licensing</a>
Example of local government licensing requirement	<a href="https://www.aucklandcouncil.govt.nz/licences-regulations/business-licences/alcohol-licences-fines/Pages/default.aspx">https://www.aucklandcouncil.govt.nz/licences-regulations/business-licences/alcohol-licences-fines/Pages/default.aspx</a>

## LANDUSE PLANNING LINKS

LINK TOPIC	LINK
List of Councils in New Zealand	<a href="https://www.localcouncils.govt.nz/">https://www.localcouncils.govt.nz/</a>

## COUNCIL LINKS

### A

#### Ashburton District Council

P : (03) 307 7700  
E : info@adc.govt.nz  
Post : PO Box 94 Ashburton 7740  
W : www.ashburtondc.govt.nz

#### Auckland Council

P : (09) 301 0101  
E : not available - please use online contact form  
Post : Private Bag 92300 Auckland 1142  
W : www.aucklandcouncil.govt.nz

### B

#### Bay of Plenty Regional Council

P : (0800) 884 880  
E : info@boprc.govt.nz  
Post : PO Box 364 Whakatane 3158  
W : www.boprc.govt.nz

#### Buller District Council

P : (0800) 807 239  
E : info@bdc.govt.nz  
Post : PO Box 21 Westport 7866  
W : www.bullerdc.govt.nz

### C

#### Canterbury Regional Council

P : (03) 353 9007  
E : ecinfo@ecan.govt.nz  
Post : PO Box 345 Christchurch 8140  
W : www.ecan.govt.nz

#### Carterton District Council

P : (06) 379 4030  
E : info@cdc.govt.nz  
Post : PO Box 9 Carterton 5743  
W : www.cartertondc.co.nz

#### Central Hawke's Bay District Council

P : (06) 857 8060  
E : info@chbdc.govt.nz  
Post : PO Box 127 Waipawa 4240  
W : www.chbdc.govt.nz

#### Central Otago District Council

P : (03) 440 0056  
E : codcalex@codc.govt.nz  
Post : PO Box 122 Alexandra 9340  
W : www.codc.govt.nz

#### Chatham Islands Council

P : (03) 305 0033  
E : info@cic.govt.nz  
Post : PO Box 24 Waitangi Chatham Islands 8942  
W : www.cic.govt.nz

#### Christchurch City Council

P : (03) 941 8999  
E : info@ccc.govt.nz  
Post : PO Box 73012 Christchurch 8154  
W : www.ccc.govt.nz

#### Clutha District Council

P : (03) 419 0200  
E : help.desk@cluthadc.govt.nz  
Post : PO Box 25 Balclutha 9240  
W : www.cluthadc.govt.nz

### D

#### Dunedin City Council

P : (03) 477 4000  
E : dcc@dcc.govt.nz  
Post : PO Box 5045 Dunedin 9058  
W : www.dunedin.govt.nz

### F

#### Far North District Council

P : (09) 401 5200  
E : not available - please use online contact form  
Post : Private Bag 752 Kaikohe 0440  
W : www.fndc.govt.nz

### G

#### Gisborne District Council

P : (06) 867 2049  
E : service@gdc.govt.nz  
Post : PO Box 747 Gisborne 4040  
W : www.gdc.govt.nz

**Gore District Council**

P : (03) 209 0330  
E : info@goredc.govt.nz  
Post : PO Box 8 Gore  
W : www.goredc.govt.nz

**Grey District Council**

P : (03) 769 8600  
E : info@greydc.govt.nz  
Post : PO Box 382 Greymouth 7840  
W : www.greydc.govt.nz

**H****Hamilton City Council**

P : (07) 838 6699  
E : info@hcc.govt.nz  
Post : Private Bag 3010 Hamilton 3240  
W : www.hamilton.co.nz

**Hastings District Council**

P : (06) 871 5000  
E : council@hdc.govt.nz  
Post : Private Bag 9002 Hastings 4156  
W : www.hastingsdc.govt.nz

**Hauraki District Council**

P : (07) 862 8609  
E : info@hauraki-dc.govt.nz  
Post : PO Box 17 Paeroa 3640  
W : www.hauraki-dc.govt.nz

**Hawke's Bay Regional Council**

P : (06) 835 9200  
E : info@hbrc.govt.nz  
Post : Private Bag 6006 Napier 4142  
W : www.hbrc.govt.nz

**Horowhenua District Council**

P : (06) 366 0999  
E : enquiries@horowhenua.govt.nz  
Post : Private Bag 4002 Levin 5540  
W : www.horowhenua.govt.nz

**Hurunui District Council**

P : (03) 314 8816  
E : info@hurunui.govt.nz  
Post : PO Box 13 Amberley 7441  
W : www.hurunui.govt.nz

**Hutt City Council**

P : (04) 570 6666  
E : contact@huttcity.govt.nz  
Post : Private Bag 31912 Lower Hutt 5040  
W : www.huttcity.govt.nz

**I****Invercargill City Council**

P : (03) 211 1777  
E : service@icc.govt.nz  
Post : Private Bag 90104 Invercargill 9840  
W : www.icc.govt.nz

**K****Kaikoura District Council**

P : (03) 319 5026  
E : kdc@kaikoura.govt.nz  
Post : PO Box 6 Kaikoura  
W : www.kaikoura.govt.nz

**Kaipara District Council**

P : (09) 439 3123  
E : council@kaipara.govt.nz  
Post : Private Bag 1001 Dargaville 0340  
W : www.kaipara.govt.nz

**Kapiti Coast District Council**

P : (04) 296 4700  
E : kapiti.council@kapiticoast.govt.nz  
Post : Private Bag 60601 Paraparaumu 5254  
W : www.kapiticoast.govt.nz

**Kawerau District Council**

P : (07) 306 9009  
E : kaweraudc@kaweraudc.govt.nz  
Post : Private Bag 1004 Kawerau 3169  
W : www.kaweraudc.govt.nz

**M****Mackenzie District Council**

P : (03) 685 9010  
E : info@mackenzie.govt.nz  
Post : PO Box 52 Fairlie 7949  
W : www.mackenzie.govt.nz

**Manawatu-Wanganui Regional Council**

P : (06) 952 2800  
E : help@horizons.govt.nz  
Post : Private Bag 11025 Palmerston North 4442  
W : www.horizons.govt.nz

**Manawatu District Council**

P : (06) 323 0000  
E : public@mdc.govt.nz  
Post : Private Bag 10001 Feilding 4743  
W : www.mdc.govt.nz

**Marlborough District Council**

P : (03) 520 7400  
E : mdc@marlborough.govt.nz  
Post : PO Box 443 Blenheim 7240  
W : www.marlborough.govt.nz

**Masterton District Council**

P : (06) 370 6300  
E : mdc@mstn.govt.nz  
Post : PO Box 444 Masterton 5840  
W : www.mstn.govt.nz

**Matamata-Piako District Council**

P : (07) 884 0060  
E : info@mpdc.govt.nz  
Post : PO Box 266 Te Aroha 3342  
W : www.mpdc.govt.nz

**N****Napier City Council**

P : (06) 835 7579  
E : info@napier.govt.nz  
Post : Private Bag 6010 Napier 4142  
W : www.napier.govt.nz

**Nelson City Council**

P : (03) 546 0200  
E : enquiry@ncc.govt.nz  
Post : PO Box 645 Nelson 7040  
W : www.nelsoncitycouncil.co.nz

**New Plymouth District Council**

P : (06) 759 6060  
E : enquiries@npdc.govt.nz  
Post : Private Bag 2025 New Plymouth 4342  
W : www.newplymouthnz.com

**Northland Regional Council**

P : (09) 470 1200  
E : mailroom@nrc.govt.nz  
Post : Private Bag 9021 Whangarei 0148  
W : www.nrc.govt.nz

**O****Opotiki District Council**

P : (07) 315 3030  
E : info@odc.govt.nz  
Post : PO Box 44 Opotiki 3162  
W : www.odc.govt.nz

**Otago Regional Council**

P : (03) 474 0827  
E : info@orc.govt.nz  
Post : Private Bag 1954 Dunedin 9054  
W : www.orc.govt.nz

**Otorohanga District Council**

P : (07) 873 4000  
E : info@otodc.govt.nz  
Post : PO Box 11 Otorohanga 3940  
W : www.otodc.govt.nz

**P****Palmerston North City Council**

P : (06) 356 8199  
E : info@pncc.govt.nz  
Post : Private Bag 11034 Palmerston North 4442  
W : www.pncc.govt.nz

**Porirua City Council**

P : (04) 237 5089  
E : enquiries@poriruacity.govt.nz  
Post : PO Box 50218 Porirua 5240  
W : www.poriruacity.govt.nz

**Q****Queenstown-Lakes District Council**

P : (03) 441 0499  
E : services@qldc.govt.nz  
Post : Private Bag 50072 Queenstown 9348  
W : www.qldc.govt.nz

**R****Rangitikei District Council**

P : (06) 327 0099  
E : info@rangitikei.govt.nz  
Post : Private Bag 1102 Marton 4741  
W : www.rangitikei.govt.nz

**Rotorua District Council**

P : (07) 348 4199  
E : info@rotorualc.nz  
Post : Private Bag 3029 Rotorua 3046  
W : www.rotorualakescouncil.nz

**Ruapehu District Council**

P : (07) 895 8188  
E : info@ruapehudc.govt.nz  
Post : Private Bag 1001 Taumarunui 3946  
W : www.ruapehudc.govt.nz



## S

### Selwyn District Council

P : (03) 347 2800  
E : admin@selwyn.govt.nz  
Post : PO Box 90 Rolleston 7643  
W : www.selwyn.govt.nz

### South Taranaki District Council

P : (06) 278 0555  
E : contact@stdc.govt.nz  
Post : Private Bag 902 Hawera 4640  
W : www.stdc.co.nz

### South Waikato District Council

P : (07) 885 0340  
E : info@southwaikato.govt.nz  
Post : Private Bag 7 Tokoroa 3444  
W : www.southwaikato.govt.nz

### South Wairarapa District Council

P : (06) 306 9611  
E : enquiries@swdc.govt.nz  
Post : PO Box 6 Martinborough 5741  
W : www.swdc.govt.nz

### Southland District Council

P : (0800) 732 732  
E : emailsdc@southlanddc.govt.nz  
Post : PO Box 903 Invercargill 9840  
W : www.southlanddc.govt.nz

### Southland Regional Council

P : (0800) 768 845  
E : service@es.govt.nz  
Post : Private Bag 90116 Invercargill 9840  
W : www.es.govt.nz

### Stratford District Council

P : (06) 765 6099  
E : stratforddc@stratford.govt.nz  
Post : PO Box 320 Stratford 4352  
W : www.stratford.govt.nz

## T

### Taranaki Regional Council

P : (06) 765 7127  
E : info@trc.govt.nz  
Post : Private Bag 713 Stratford 4352  
W : www.trc.govt.nz

### Tararua District Council

P : (06) 374 4080  
E : info@tararuadc.govt.nz  
Post : PO Box 115 Dannevirke 4942  
W : www.tararuadc.govt.nz

### Tasman District Council

P : (03) 543 8400  
E : info@tasman.govt.nz  
Post : Private Bag 4 Richmond Nelson 7050  
W : www.tasman.govt.nz

### Taupo District Council

P : (07) 376 0899  
E : info@taupo.govt.nz  
Post : Private Bag 2005 Taupo 3352  
W : www.taupodc.govt.nz

### Tauranga City Council

P : (07) 577 7000  
E : info@tauranga.govt.nz  
Post : Private Bag 12022 Tauranga 3143  
W : www.tauranga.govt.nz

### Thames-Coromandel District Council

P : (07) 868 0200  
E : customer.services@tcdc.govt.nz  
Post : Private Bag 1001 Thames 3580  
W : www.tcdc.govt.nz

### Timaru District Council

P : (03) 687 7200  
E : enquiry@timdc.govt.nz  
Post : PO Box 522 Timaru 7940  
W : www.timaru.govt.nz

## U

### Upper Hutt City Council

P : (04) 527 2169  
E : askus@uhcc.govt.nz  
Post : Private Bag 907 Upper Hutt 5140  
W : www.upperhuttcity.com

## W

### Waikato District Council

P : (0800) 492 452  
E : info@waidc.govt.nz  
Post : Private Bag 544 Ngaruawahia 3742  
W : www.waikatodistrict.govt.nz

### Waikato Regional Council

P : 0800 800 401  
E : not available - please use online contact form  
Post : Private Bag 3038 Hamilton 3240  
W : www.waikatoregion.govt.nz

### Waimakariri District Council

P : (03) 311 8900  
E : office@wmk.govt.nz  
Post : Private Bag 1005 Rangiora 7440  
W : www.waimakariri.govt.nz

### Waimate District Council

P : (03) 689 0000  
E : council@waimatedc.govt.nz  
Post : PO Box 122 Waimate 7960  
W : www.waimatedc.govt.nz

### Waipa District Council

P : (07) 872 0030  
E : info@waipadc.govt.nz  
Post : Private Bag 2402 Te Awamutu 3840  
W : www.waipadc.govt.nz

### Wairoa District Council

P : (06) 838 7309  
E : administrator@wairoadc.govt.nz  
Post : PO Box 54 Wairoa 4160  
W : www.wairoadc.govt.nz

### Waitaki District Council

P : (03) 433 0300  
E : service@waitaki.govt.nz  
Post : Private Bag 50058 Oamaru 9444  
W : www.waitaki.govt.nz

### Waitomo District Council

P : (07) 878 0800  
E : info@waitomo.govt.nz  
Post : PO Box 404 Te Kuiti 3941  
W : www.waitomo.govt.nz

### Wellington City Council

P : (04) 499 4444  
E : info@wcc.govt.nz  
Post : PO Box 2199 Wellington 6140  
W : www.wellington.govt.nz

### Wellington Regional Council

P : (04) 384 5708  
E : info@gw.govt.nz  
Post : PO Box 11646 Wellington 6142  
W : www.gw.govt.nz

### West Coast Regional Council

P : (03) 768 0466  
E : info@werc.govt.nz  
Post : PO Box 66 Greymouth 7840  
W : www.werc.govt.nz

### Western Bay of Plenty District Council

P : (07) 571 8008  
E : customerservice@westernbay.govt.nz  
Post : Private Bag 12803 Tauranga 3143  
W : www.westernbay.govt.nz

### Westland District Council

P : (03) 756 9010  
E : council@westlanddc.govt.nz  
Post : Private Bag 704 Hokitika 7842  
W : www.westlanddc.govt.nz

### Whakatane District Council

P : (07) 306 0500  
E : information@whakatane.govt.nz  
Post : Private Bag 1002 Whakatane 3158  
W : www.whakatane.govt.nz

### Whanganui District Council

P : (06) 349 0001  
E : wdc@whanganui.govt.nz  
Post : PO Box 637 Whanganui 4540  
W : www.whanganui.govt.nz

### Whangarei District Council

P : (09) 430 4200  
E : mailroom@wdc.govt.nz  
Post : Private Bag 9023 Whangarei 0148  
W : www.wdc.govt.nz

## ENVIRONMENTAL LINKS

LINK TOPIC	LINK
Resource management Act 1991	<a href="https://www.legislation.govt.nz">Search within www.legislation.govt.nz</a>
Spill advice	<a href="https://www.aucklandcouncil.govt.nz/environment/looking-after-aucklands-water/stormwater/docsbmpenvironmental1/spills-emergency-management.pdf">https://www.aucklandcouncil.govt.nz/environment/looking-after-aucklands-water/stormwater/docsbmpenvironmental1/spills-emergency-management.pdf</a>
Rules on water discharges and spill management	<a href="https://unitaryplan.aucklandcouncil.govt.nz/Images/Auckland%20Unitary%20Plan%20Operative/Chapter%20E%20Auckland-wide/5.%20Environmental%20Risk/E33%20Industrial%20and%20trade%20activities.pdf">https://unitaryplan.aucklandcouncil.govt.nz/Images/Auckland Unitary Plan Operative/Chapter E Auckland-wide/5. Environmental Risk/E33 Industrial and trade activities.pdf</a>

## HEALTH AND SAFETY LINKS

LINK TOPIC	LINK
General health and safety information	<a href="https://www.worksafe.govt.nz/managing-health-and-safety/getting-started/introduction-hswa-special-guide/">https://www.worksafe.govt.nz/managing-health-and-safety/getting-started/introduction-hswa-special-guide/</a>
Managing risks	<a href="https://www.worksafe.govt.nz/managing-health-and-safety/managing-risks/">https://www.worksafe.govt.nz/managing-health-and-safety/managing-risks/</a>
Worksafe helpful resources	<a href="https://www.worksafe.govt.nz/managing-health-and-safety/what-resources-are-available-to-help/">https://www.worksafe.govt.nz/managing-health-and-safety/what-resources-are-available-to-help/</a>
Personnel Protective Equipment	<a href="https://nzsafetyblackwoods.co.nz/en/">https://nzsafetyblackwoods.co.nz/en/</a>
Personnel Protective Equipment	<a href="https://www.amaresafety.co.nz/">https://www.amaresafety.co.nz/</a>
Personnel Protective Equipment	<a href="https://armoursafety.co.nz/">https://armoursafety.co.nz/</a>
Personnel Protective Equipment	<a href="https://www.safetyandapparel.co.nz/">https://www.safetyandapparel.co.nz/</a>

## HAZARDOUS SUBSTANCES INCLUDING HAZARDOUS AREAS LINKS

LINK TOPIC	LINK
Environmental Protection Authority HSNO	<a href="https://www.epa.govt.nz/industry-areas/hazardous-substances/what-are-hazardous-substances/">https://www.epa.govt.nz/industry-areas/hazardous-substances/what-are-hazardous-substances/</a>
Hazardous substances, worksafe summary	<a href="https://www.worksafe.govt.nz/topic-and-industry/hazardous-substances/regulations/">https://www.worksafe.govt.nz/topic-and-industry/hazardous-substances/regulations/</a>
Health and safety at work Hazardous substances regulations 2017	Search within <a href="http://www.legislation.govt.nz">www.legislation.govt.nz</a>
Hazardous Substance training	<a href="https://www.safetynaction.co.nz/en/our-courses/course-catalogue/hazardous-substances-in-the-workplace/">https://www.safetynaction.co.nz/en/our-courses/course-catalogue/hazardous-substances-in-the-workplace/</a>
Hazardous Substance training	<a href="https://chemsafety.co.nz/news/hsno-news/hazardous-substance-training">https://chemsafety.co.nz/news/hsno-news/hazardous-substance-training</a>
Hazardous Substance training	<a href="https://www.verticalhorizonz.com/the-need-for-hazardous-substance-training">https://www.verticalhorizonz.com/the-need-for-hazardous-substance-training</a>
Hazardous Substance training	<a href="https://www.hazsubs.co.nz/index/">https://www.hazsubs.co.nz/index/</a>
Hazardous Substance training	<a href="https://www.qec.co.nz/shop/product/56822/hazardous-substance-awareness/">https://www.qec.co.nz/shop/product/56822/hazardous-substance-awareness/</a>
Hazardous Substance training	<a href="https://www.haztec.co.nz/">https://www.haztec.co.nz/</a>

## TRANSPORT REGULATION LINKS

LINK TOPIC	LINK
Land Transport rule	<a href="https://www.nzta.govt.nz/resources/rules/dangerous-goods-2005-index/">https://www.nzta.govt.nz/resources/rules/dangerous-goods-2005-index/</a>
General guidance on transportation of dangerous goods	<a href="https://www.maritimenz.govt.nz/commercial/ships/cargo-carriage/documents/Transporting-Dangerous-Goods-Safely.pdf">https://www.maritimenz.govt.nz/commercial/ships/cargo-carriage/documents/Transporting-Dangerous-Goods-Safely.pdf</a>
Transport operators' responsibilities	<a href="https://www.nzta.govt.nz/driver-licences/getting-a-licence/licences-by-vehicle-type/transporting-dangerous-or-hazardous-goods/dangerous-goods-carried-by-transport-operators/">https://www.nzta.govt.nz/driver-licences/getting-a-licence/licences-by-vehicle-type/transporting-dangerous-or-hazardous-goods/dangerous-goods-carried-by-transport-operators/</a>
Shipping and handling of dangerous goods including alcohol	<a href="https://spnhc.biowikifarm.net/wiki/Shipping_and_Handling_of_Dangerous_Goods">https://spnhc.biowikifarm.net/wiki/Shipping_and_Handling_of_Dangerous_Goods</a>

## BUILDINGS AND UTILITIES LINKS

LINK TOPIC	LINK
Building Act introduction	<a href="https://www.aucklandcouncil.govt.nz/building-and-consents/Pages/building-legislation.aspx">https://www.aucklandcouncil.govt.nz/building-and-consents/Pages/building-legislation.aspx</a>
Building Act 2004	Search within <a href="http://www.legislation.govt.nz">www.legislation.govt.nz</a>
Building Code	<a href="https://www.building.govt.nz/building-code-compliance/how-the-building-code-works/building-act-2004/">https://www.building.govt.nz/building-code-compliance/how-the-building-code-works/building-act-2004/</a>
US Distilled Spirits Association	<a href="https://www.distilledspirits.org/recommended-fire-code-protection-practices/">https://www.distilledspirits.org/recommended-fire-code-protection-practices/</a> Contents pages to the manual <a href="https://www.distilledspirits.org/recommended-fire-code-protection-practices/">https://www.distilledspirits.org/recommended-fire-code-protection-practices/</a>
FM Global fire protection data sheet	<a href="https://www.fmglobal.com/search-results?query=7-74">https://www.fmglobal.com/search-results?query=7-74</a>

## FOOD SAFETY LINKS

LINK TOPIC	LINK
What businesses need food licences	<a href="https://www.mpi.govt.nz/food-business/food-safety-rules/">https://www.mpi.govt.nz/food-business/food-safety-rules/</a>
The requirements for national Programme 3	<a href="https://www.mpi.govt.nz/food-business/running-a-food-business/national-programmes-steps/steps-to-national-programme-3/">https://www.mpi.govt.nz/food-business/running-a-food-business/national-programmes-steps/steps-to-national-programme-3/</a>
Simply safe and suitable food control plan template	<a href="https://www.mpi.govt.nz/resources-and-forms/forms-and-templates/">https://www.mpi.govt.nz/resources-and-forms/forms-and-templates/</a>
HACCP Reference detail	<a href="https://www.fao.org/3/w6419e/w6419e00.htm">https://www.fao.org/3/w6419e/w6419e00.htm</a>
Aus/NZ Food Code	<a href="https://www.foodstandards.gov.au/code/Pages/default.aspx">https://www.foodstandards.gov.au/code/Pages/default.aspx</a>
Labelling Requirements for products containing alcohol, std 2.7.1	<a href="https://www.legislation.gov.au/Details/F2020C00723">https://www.legislation.gov.au/Details/F2020C00723</a>
Standard for Spirits, Std 2.7.5	<a href="https://www.legislation.gov.au/Details/F2020C00028">https://www.legislation.gov.au/Details/F2020C00028</a>

**DISTILLED SPIRITS AOTEAROA [NZ] INC**

16d Sunley Street, Westown, New Plymouth 4312, New Zealand

