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| APPLICATION UNDER THE TASMAN DISTRICT COUNCIL POLICY ON COASTAL EROSION PROTECTION STRUCTURES ON COUNCIL RESERVE LAND |
| The purpose of this application form is to provide a guide to the information likely to be required as part of an application under the Tasman District Council Policy on Coastal Erosion Protection Structures on Council ReserveLand(**Policy**).This application must be read with the Policy to ensure the correct information is included in the application. Please note that there are steps which must be met to proceed under the Policy (due to requirements of the Reserves Act 1977). The form indicates at what stages the application can no longer proceed if certain criteria are not met. This application does not preclude the need to obtain any other consent or approval that may be necessary (for example, resource consent and/or building consent). Tasman District Council reserves the right to request any further information it requires to process this application.  |
| **Please send application and supporting documentation to:** | Reserves and Facilities ManagerTasman District Council 189 Queen StreetPrivate Bag 4Richmond 7050 |
| **APPLICANT DETAILS** |
| Name/s  |  |
| Address  |  |
| Phone |  |
| Email |  |
| *List names of all applicants if more than one. To be an applicant, your land needs to be adjacent to the Reserve Land.*  |
| **I/We request the Tasman District Council consider the establishment of a coastal erosion protection structure on Reserve Land in the Tasman District as described below:**  |
| **RESERVE LAND DETAILS** |
| 1. **Name and location of the Reserve Land:**
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|   |
| 1. **The Reserve Land is adjacent to the land described below:[[1]](#footnote-2)**
 |  |
|  Legal description of the adjacent properties:  |
|  Name of registered owners:  |
| 1. **Description of erosion or inundation issues:**

*Provide description here* |  |
| 1. **Have you consulted with the parties listed *above* (if they are not joint applicants):**

 *Provide details of the consultation and any outcomes:* | **Yes/No** |
| 1. **The application is made with the authority of all adjacent landowners:**
 | **Yes/No** |
| 1. **The location of the Reserve Land is on the coast, and potentially subject to erosion by the sea:**
 | **Yes/No** |
| 1. **The Reserve Land is classified as a local purpose (esplanade) reserve, recreation reserve or historic reserve under the Reserves Act:**

 *Provide the basis for your conclusion, eg confirmation from Council, or confirmation from a Reserve Management plan etc.* | **Yes/No** |
| 1. **The Reserve Land is owned by the Council or maintained by the Council as the administering body of the reserve and for which it has delegated authority to deal with landowner approvals:**

 *Provide the basis for your conclusion, eg confirmation from Council, or confirmation from Reserve Management plan etc.* | **Yes/No** |
| **PROPOSED STRUCTURE**  |
| 1. **Is the proposal for a hard coastal erosion protection structure, eg seawalls, rock revetments, other forms of longshore solid artificial structures etc:**

*Details in relation to the design of the structure are required as part of the report in questions 14/15 below.*  | **Yes/No** |
| **LOCATION OF THE COASTAL EROSION PROTECTION STRUCTURE** [Step 1] |
| 1. **Is the proposed structure located above Mean High Water Springs (MHWS):**

 *A survey identifying the location of the MHWS and the proposed location of the structure is required as part of the report in questions 14/15 below.*  | **Yes/No** |
|  |
| **THE PURPOSE OF THE RESERVE LAND** [Steps 2 and 3] |
| 1. **The Council needs to determine whether the establishment of the structure is consistent with the purpose of the Reserve Land. Tell us why you consider it is:**

 *Please refer to the Policy (Step 2).*   |  |
| 1. **The Council needs to determine whether the proposed structure is consistent with any relevant Reserve Management Plans. Tell us why you consider it is:**

 *Please refer to the Policy (Step 3)*  |  |
|  |
| 1. **Does the establishment of the structure require the cutting or destroying of any tree/s or bush on the Reserve Land:**

 *If yes, describe the extent of the works and tree/bush which is sought to be removed and why that is necessary — please refer to the Policy (Step 2)* | **Yes/No** |
| 1. **Has consultation been undertaken with Iwi:**

 *Provide details about who was consulted and what the outcome was — please refer to the Policy (Iwi involvement).*  | **Yes/No** |
| *Please note: There may also be a requirement for a cultural impact assessment under the relevant Reserve Management Plan. If so, that will need to be included with the application.* |
| **COASTAL EROSION PROTECTION STRUCTURE** [Steps 4 and 5] |
| 1. **Description of coastal erosion protection structure:**

 *Please assess and provide a report from a suitably qualified coastal management expert detailing —*  |  |
| * Explain what soft engineering options have been considered in the situation / are there any viable alternatives to the structure proposed
 |  |
| * The effectiveness of what is proposed and the likely longevity
 |  |
| * Potential adverse effects that may arise from what is proposed
 |  |
| * Alternative options, their predicted effectiveness/longevity and associated cost, compared to what is proposed
 |  |
| 1. **Design of the proposed structure and public access:**

 *Provide a report from a suitably qualified coastal management expert detailing —*  |  |
| * The design of the structure, including whether the design is consistent with the purpose of the reserve (particularly in relation to access)
 |  |
| * Potential adverse effects on other properties, for example, any 'end effects', that may arise from what is proposed
 |  |
| * What impact will the design have on existing public access and what replacement public access is proposed
 |  |
| * Whether there are any other coastal works in the area or that are intended to be erected in the area.
 |  |
| **COST AND MAINTENANCE** [Step 6] |
| 1. **Who will be responsible for the cost of the coastal erosion protection structure - both construction and maintenance? And what are the estimated costs over the lifetime of the structure?**

 *Please refer to the Policy (Step 6)*  |  |
| 1. **Who will be responsible for the maintenance and repair of the coastal erosion protection structure? Is there agreement from all landowners who benefit from the structure for ongoing responsibility for it and any liability arising from the structure:**

 *Please refer to the Policy (Step 6)*  |  |
| 1. **Is there any other information which the Council should take into account when considering whether to enter into a cost arrangement in relation to the construction, maintenance or repair of the coastal erosion protection structure:**

 *eg who is receiving the benefits from the proposal, who is paying and how is it funded etc — please refer to the Policy (Step 6)*  |  |
| *Please note: part of the process for obtaining approval for erecting coastal erosion protection structures on Reserve Land will be that the Council will enter into agreements (of varying kinds) with landowners that detail various matters that need to be recorded, including a mechanism to allow the occupation of the Reserve Land (most likely a licence). The Reserves Act and the relevant Reserve Management Plans determine what sort of mechanism can be used, any process requirements and what conditions are to apply.* |
| **OTHER CONSENTS** [Steps 9 and 10] |
| 1. **Do you already have resource consent for this structure, or are you planning on applying after this approval is determined:** (Council recommends that you do not seek resource consent until after you have obtained Council’s landowner consent)

 *Please refer to the Policy (Step 9)*  |  |
| 1. **Do you already have building consent for this structure, or are you planning on applying after this approval is determined:** (Council recommends that you do not seek resource consent until after you have obtained Council’s landowner consent)

 *Please refer to the Policy (Step 10)*   |  |

**COLLECTION AND USE OF INFORMATION**

I understand that the information contained in this application is subject to the Privacy Act 2020 and will only be used for the purpose for which it is collected being the application for Coastal Erosion Protection Structures on Council Reserve Land.  Tasman District Council will retain personal information for only as long is necessary to fulfil the purposes for which it is collected and will only use or share personal information where necessary to carry out the functions for which it was collected, or if required by law.

You may inquire about and seek access to personal information about you or request information under the Local Government Official Information and Meetings Act 1987 by contacting Tasman District Council at **03 543 8400** or email info@tasman.govt.nz

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| --- | --- | --- | --- |
| **Name/s**  |  | **Signature**  |  |
| **Date** |  |  |

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| **No.** | **INFORMATION SUPPLIED**  | **CHECKLIST** |
| **1** | Contact details of the registered owners with adjacent properties to the Reserve Land | £ |
| **2** | Map or plan — showing the location of the property/properties adjacent to the Reserve Land  | £ |
| **3** | The classification of the Reserve Land  | £ |
| **4** | Record of title — showing the Reserve Land is owned by the Council or maintained by the Council  | £ |
| **5** | Map or plan and structure details — detailing the exact location of the proposed coastal erosion protection structure, dimensions, materials, etc  | £ |
| **6** | Surveyed location — providing the location of the MHWS and location of the structure in relation to it | £ |
| **7** | Photos of the Reserve Land — showing, where relevant, any tree or bush which is proposed to be removed  | £ |
| **8** | Expert report — setting out: * The qualifications of the expert (must be suitably qualified).
* The information required under questions 14 and 15 in relation to the coastal erosion protection structure and design.
 | £ |

*Please note: There may also be a requirement for a cultural impact assessment under the relevant Reserve Management Plan. If so, that will need to be included with the application.*

1. Please attach a map or plan of the area clearly showing the location of the adjacent property and the position of the Reserve Land. Identify any neighbouring properties that may be affected - as required in the report in questions 14/15 below. [↑](#footnote-ref-2)