



This form is to be used when 1) a new dam or diversion structure is proposed (refer regulation 43 and 44 of the Freshwater Fisheries Regulations 983 (FFR)); or 2) a fish facility is proposed to be structurally modified (refer regulation 48 of the FFR). It is to be completed in conjunction with Applicant Information Form 1a.

The information provided will enable the Director-General to decide whether under regulations 43 and 44 of the FFR, he will require that the dam or diversion structure proposed to be built include a fish facility, or whether under regulation 48 he will consent to the structural alteration of the fish facility.

We recommend that you contact the Department of Conservation Office closest to where the dam/diversion structure is located to discuss your application prior to completing required forms. Provide all information requested in as much detail as possible. Applicants will be advised if further information is required before their application can be processed by the Department.

If, in the opinion of the Department, a fish facility is required or dispensation from such a requirement is granted, notice of this decision will be provided to an applicant as soon as practical, but in no case longer than 6 months.

Complete this application form, attach Form 1a, and any other applicable forms and information and send to permissions@doc.govt.nz.

If you require extra space for answering, attach and label supplementary pages according to the relevant section.

See guidance for explanation of required specific details.

A. Relationship to Concession

Does this application relate to the construction of a proposed structure on Public Conservation Land?

- Yes No

If yes, have you applied for a concession?

- Yes – Attach concession application or a copy of concession granted No

B. What are you proposing to build? (check one, if appropriate):

a dam

a diversion structure

Are you proposing to include a fish facility (see the definition of “dam”, “diversion structure” and “fish facility” in guidance) with this dam or diversion?

- Yes
 No

Or

Are you requesting a dispensation from any requirement to include a fish facility with this dam or diversion?

- Yes
 No

Or

B1. Are you proposing to modify an existing fish facility?

- Yes - Permission number if applicable:
 - No
-

C. Overview of the dam/diversion structure

Describe the proposed structure/modification in detail - where the site is located, use NZTM GPS coordinates where possible.

Provide a description of the overall purpose of the structure, its role in any larger project or infrastructure scheme and any proposed fish facility or fish facility moderation. Attach maps of the location and any detailed site plan, and any drawings of existing structure. If you have already received authorisations under the Resource Management Act 1991 or other legislation in relating to the proposed dam/diversion structure, attach a copy of the documentation and label Appendix C.

It is ok if documents are attached in multiple appendices.

Is the dam/diversion structure: *Temporary (<2 months)* *Permanent (check one)*

D. Fish species predicted to be affected by proposed Dam or diversion structure or modified fish facility

Provide an assessment on the fish species expected to use this waterway.

If any survey work has been conducted, attach the reports and label Appendix D.

See guidance for additional required details.

E. Proposed fish facility or modification to existing fish facility (Technical Specifications)

If the proposal is to include a fish facility to facilitate fish passage, provide technical specifications of the proposed fish facility. You should include details of the type of facility, design, installation, placement and operating details / maintenance.

If the proposal is to structurally alter an existing fish facility, please provide details of the proposed alteration.

See guidance for additional required details.

Include: The proposed flow of water through any fish pass and the periods of the day and year when the pass is expected to be operational.

[Empty form area for fish pass details]

F. Other

Is there any further information you wish to supply in support of your application? Attach if necessary and label Appendix F.

[Empty form area for other information]

G. Fees and costs

Processing Fees:

Section 60B of the Conservation Act contains the statutory provisions regarding processing fees.

The Department recovers from Applicants all direct and indirect costs to process an application regardless of whether the application is approved or declined. The cost of processing an application depends on the complexity of the application and the work needed to assess the application. An Applicant will be sent an estimate after an application is received. Applicants are also entitled to request an estimate of costs at any point, but the Department may impose a charge for preparing such an estimate. Estimates are not binding.

The Department will ordinarily invoice the Applicant for processing fees after a decision has been made on the application but in some cases interim invoices will be issued. If at any stage an application is withdrawn, the Department shall invoice the Applicant for the costs incurred by the Department up to that point. Applicants are required to pay the processing fees within 28 days of receiving an invoice. The Director-General is entitled to recover any unpaid fees as a debt.

The Director-General of Conservation has discretion to reduce or waive processing fees.

The Department may obtain further information either from the Applicant or from any other relevant source in order to process the application. The Applicant will be advised of any information obtained from other sources. The cost of obtaining such information will be charged to and recovered from the Applicant. The Applicant will be informed as soon as practicable from receipt of the Application if further information is required before this application form can be fully processed by the Department.

Ongoing Fees:

If your application is approved, you may also be required to pay annual fees. These may include:

- Annual management fee to cover administration time; and/or
- A fee to cover the cost of inspecting the fish facility may also be required.