



Concession Application Form 3a – Tenanting or using existing DOC structure/facility

The Department recommends that you contact the Department of Conservation Office closest to where the activity is proposed to discuss the application prior to completing the application forms. Please provide all information requested in as much detail as possible. Applicants will be advised if further information is required before this application can be processed by the Department.

This form is to be used when the proposed activity is the tenanting or use of any existing facility or structure that is managed by the Department of Conservation on public conservation land. Examples may include permanent use of historic building for a business or a community group; leasing a campground or lodge. For overnight stays in DOC huts, please fill in Form 4a. This form is to be completed in conjunction with either Applicant Information Form 1a (longer term concession) or Applicant Information Form 1b (one-off concession) as appropriate.

Please complete this application form, attach Form 1a or Form 1b, and any other applicable forms and information and send to permissions@doc.govt.nz. The Department will process the application and issue a concession if it is satisfied that the application meets all the requirements for granting a concession under the Conservation Act 1987.

A. Description of Activity

Please describe the proposed activity in detail – where the site is located, what you intend to use the building for, whether you intend to make any changes to the infrastructure.

Please include the name and status of the public conservation land, the size of the area you are applying for and why this area has been chosen.

If necessary, attach further information including a map, a detailed site plan and drawings of proposal and label Attachment 3a:A1.

The use of the following structures are in association with running the Titirangi Farm Park and is located on the Titirangi Farm Park Reserve as shown on the attached map.

- a) occupation and use of the homestead, the homestead's curtilage and the laundry/garage for purposes that support the activities permitted to occur on the License Land;
- b) occupation and use of the shearer's quarters for short-term holiday accommodation by paying members of the public and by shearers while undertaking work on the Land;
- c) occupation and use of the woolshed and stock yards for purposes directly connected with the management of sheep, cattle and other approved stock (if any) that the Concessionaire is permitted to keep on the License Land;
- d) occupation and use of the camping ground and ablution block for short-term holiday accommodation by paying members of the public; and
- e) occupation and use of the implement shed and concrete manure bin for the storage of vehicles and equipment associated with the management of the Farm Park by the Concessionaire

Please see Map Attached

Do you believe you need to exclude others from the structure or facility? **YES / ~~NO~~**
(*Exclusive occupation requires a lease which requires public notification of the application*)

If **yes**, please answer the following 3 questions, if no please go to the next section:

Is exclusive possession necessary to protect public safety? **YES / ~~NO~~**

Is exclusive possession necessary to protect physical security of the activity? **YES / ~~NO~~**

Is exclusive possession necessary for the competent operation of the activity? **YES / ~~NO~~**

If the answer to any of the above is yes, then provide details and supporting evidence and label Attachment 3a:A2.

Exclusive possession is required for the listed structures above for all of the reasons listed above, this is to enable the applicants to; live in the farm house; to operate and manage the Shearers quarters for accommodation; to operate and manage the campground. To enable safe usage of the woolshed and stockyards implement shed and manure bin. This will allow the control of public access these areas and the ability to meet health and safety requirements.

B. Term

Please detail the length of the term sought (i.e. number of years or months) and why.

Note: An application for a concession for a period over 10 years must be publicly notified, an application for a concession up to 10 years will not be publicly notified unless the adverse effects of the activity are such that it is required, or if an exclusive interest in the land is required.

The requested term sought for a period of 9 years and 11 months with the right of renewal for a further 10 year period. Ideally we think it is appropriate to align the lease to the farming season, ie 1st July. Furthermore, we intend on investing in the running of this of this property in a manner befitting of a long term guardian, thus having the ability for a right of renewal for a second period.

C. Environmental Impact Assessment

This section is one of the most important factors that will determine the Department's decision on the application. Please answer in detail.

In column 1 please list all the locations of your proposal, please use NZTM GPS coordinates where possible. In column 2 list any special features of the environment or the recreation values of that area. Then in column 3 list any effects (positive or adverse) that your activity may have on the values or features in column 2. In column 4 list the ways you intend to mitigate, remedy or avoid any adverse effects noted in column 3. Please add extra information or supporting evidence as necessary and label Attachment 3a:C.

Refer to Steps 1 and 2 in your Guide to Environmental Impact Assessment to help you fill in this section.

Location on public conservation land	Special feature or value	Potential effects of your activity on the feature or value (positive or adverse)	Methods to remedy, mitigate or avoid any adverse effects identified
<i>EG: Tararua Forest Park</i>	<i>Northern rata - threatened species</i>	<i>Damage to the plants by construction</i>	<i>Brief construction and maintenance staff of the location and importance of the species; clearly tape off areas with the species to avoid damage</i>
Titirangi Farm Park Reserve	Ngati Apa		We have been shown by David Hayes from DOC where all the identified Ngati Apa areas are so these are all known to us.



D. Bulk fuel storage

Under the Hazardous Substances and New Organisms Act 1996 (HSNO Act) 'Bulk fuel storage' is considered to be any single container, stationary or mobile, used or unused, that has a capacity in excess of 250 litres of Class 3 fuel types. This includes petrol, diesel, aviation gasoline, kerosene and Jet A1. For more information on Hazardous Substances, go to:

<http://www.business.govt.nz/worksafe/information-guidance/legal-framework/hsno-act-1996>

Do you intend to store fuel in bulk on the land as part of the activity?

~~YES~~ / NO

If you have answered yes, then please provide full details of how and where you intend to store the fuel, and label any attachments including plans, maps and/or photographs as Attachment 3a:D. If your concession application is approved you will be required to provide a copy of your HSNO compliance certification to the Department before you begin the activity.

E. Other

Is there any further information you wish to supply in support of your application? Please attach if necessary and label Form 3a:E

