



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 building or use of any private or commercial facility or structure on public conservation land managed by the Department of Conservation. Examples may include lease of land to erect an information centre; authorisation to erect a weather station; or construct or lease a private/commercial campground or lodge. 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.

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

A. Description of Activity

Please describe the proposed activity in detail – where the site is located, please use NZTM GPS coordinates where possible, 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 for which you are applying 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 3b:A.

Gravity conveyance of secondary treated effluent from the proposed upgraded wastewater treatment system installed at Camp Iona, 35 Tulliemont Road (Legal Description: Lot 2 Deposited Plan 4745) to a subsurface disposal bed/s installed at Glencoe Domain (Legal Description: Lot 1 and Lot 3-4 Deposited Plan 4745) & Glencoe Reserve (Legal Description: Section 1482R Block VIII Otepopo Survey District).

An appropriate area for subsurface disposal of secondary treated wastewater has been identified through a site and soil assessment conducted in accordance with Department of Conservation Concession Number: 103644-OTH, AS/NZ Standard 1547:2012 and Otago Regional Council Rules. Please refer to *Attachment 3b:A&B Summary of Investigations & Preliminary WW System Proposal for Camp Iona* for details of the assessment and determination of site suitability.

The minimum disposal area required is 272m². The total proposed area for disposal is 273m², approximately L 44m x W 6.2m. A disposal bed/s is proposed, using LPED distribution lines to ensure even distribution of treated effluent along the length of the bed. Note that the design for the disposal bed/s has not been finalised and therefore the dimensions may change, however, the minimum disposal area required of 272m² will not change.

In addition, a reserve area equal to 50% of the minimum disposal area required is proposed i.e., 136m², approximately L 42.5m x W 3.2m. The purpose of setting aside a reserve area is to allow a factor of safety against unforeseen malfunction or failure, perhaps following increased occupancy of the camp or inadvertent misuse of the system. This ensures it is possible to extend the disposal system if appropriate. Note that the reserve area requires protection from any development that would prevent it from being used in the future.

See *Figure 1* in *Attachment 3b:A&B: Summary of Investigations & Preliminary WW System Proposal for Camp Iona* for the proposed location of the disposal area and reserve area.

Approximate coordinates:

Proposed Disposal Bed

North end: 1423942, 4989250

South end: 1423943, 4989217

Proposed Reserve Area

North end: 1423934, 4989243

South end: 1423934, 4989214

Source: <https://mapviewer.canterburymaps.govt.nz/#>

B. Alternative sites considered

If your application is to **build, extend or add** to any permanent or temporary structures or facilities on public conservation land, please provide the following details:

- Could this structure or facility be reasonably located outside public conservation land? Provide details of other sites/areas considered.
- Could any potential adverse effects be significantly less (and/or different) in another conservation area or another part of the conservation area to which the application relates? Give details/reasons

Please see *Attachment 3b:A&B: Summary of Investigations & Preliminary WW System Proposal for Camp Iona* for details of the assessments made for alternative disposal sites on both the Camp Iona and the Glencoe Domain properties as well as a neighbouring property.

C. Larger area

Is the size of the area you are applying for **larger** than the structure/facility **YES / NO**

If **yes**, please detail the size difference in the box below, and answer the following 3 questions, if **no** please go on to the next section:

As mentioned above a reserve area of 136m² is proposed in accordance with the AS/NZ Standard 1547:2012.

Is this necessary for safety or security purposes? **YES / NO**

Is this necessary as an integral part of the activity? **YES / NO**

Is this essential to carrying on the activity? **YES / NO**

If the answer to any of the above is yes, please provide details and attach supporting evidence if necessary and label Attachment 3b:C.

As mentioned above, the purpose of setting aside a reserve area is to allow a factor of safety against unforeseen malfunction or failure, perhaps following increased occupancy of the camp or inadvertent misuse of the system. This ensures it is possible to extend the disposal system if appropriate. Note that the reserve area requires protection from any development that would prevent it from being used in the future.

D. Exclusive possession

Do you believe you need **exclusive possession** of the public conservation land on which your structure/building is located, ie no one else can use the land during your use of it? **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, please provide details and attach supporting evidence if necessary and label Attachment 3b:D.

As per AS/NZ Standard 1547:2012:

5.5.3.7 Land use activity

Activities within the land application areas such as recreational games, gardening, or grazing animals shall be controlled or prohibited so that soil compaction or interference with the function of the current and future land application system is minimised and people avoid potential contact with effluent residues. Unless allowed for in the design, the land application area shall not be:

- (a) Paved or sealed;
- (b) Subject to vehicular traffic (other than a pedestrian-controlled lawnmower); or
- (c) Subject to regular foot traffic such as pathways and clothes line

E. Technical Specifications (for telecommunications sites only)

Frequencies on which the equipment is to operate

Power to be used (transmitter output)

Polarisation of the signal

Type of antennae

The likely portion of a 24 hour period that transmitting will occur

Heaviest period of use

F. 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.

A concession term of 30 years is sought so that the consent applications for the proposed wastewater system upgrade (through the DOC and the ORC) are able to progress as quickly as possible. A 30 year term also leaves the option open for the Applicant to apply for the purchase of the disposal system land at a later date.

G. 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 3b:G. 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.

N/A

H. 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 3b:H.

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
Glencoe Domain & Reserve	Groundwater	Potential for groundwater contamination through secondary treated effluent disposal.	The proposed LAA is elevated many metres above the groundwater table. No evidence of a perched water table has been observed in the vicinity of the proposed LAA. The test pits were excavated to 1.5m and no water table was encountered. Furthermore, it is proposed that the wastewater is treated to a secondary level prior to disposal.
Glencoe Domain & Reserve	Waianakarua River	Potential for surface water contamination through surface run-off of secondary treated effluent.	The proposed LAA is approximately 41m (horizontal) from the Waianakarua River. Due to the secondary level of treatment prior to disposal and the permeability of the receiving soils, effluent break-out leading to surface run-off and potential contamination of waterways is unlikely. It is more likely that the treated effluent will travel vertically through the permeable soils rather than horizontally. There is no other surface water within the vicinity of the proposed LAA.
Glencoe Domain & Reserve	Neighbouring properties	Potential for off-site export of secondary treated effluent	As mentioned above, it is unlikely that effluent break-out leading to surface run-off will occur, however, the design

		through surface run-off of effluent.	will specify a minimum 1.5m setback from the LAA to property boundaries as recommended in the AS/NZ Standard 1547:2012.
Glencoe Domain & Reserve	River bank / slope	Potential for slope erosion leading to instability through disposal of secondary treated effluent.	The proposed LAA is on a site with a gentle gradient. There is a steep slope between the LAA and the Waianakarua River, however, no existing slope instability was observed during the site assessment and the slope is well-vegetated reducing the risk of potential soil erosion. Furthermore, the proposed disposal system has been sized to accommodate the Camp at peak occupancy per week when in reality it will have regular rest periods of low to no flow. This can be seen by looking at the Camp Iona Accommodation Statistics from 2015 to 2023.
Glencoe Domain & Reserve	Nohoanga site	Potential for site contamination through surface run-off of secondary treated effluent.	The proposed LAA is downslope of the nohoanga site and is at least 20m (horizontal). Due to the secondary level of treatment prior to disposal and the permeability of the receiving soils, effluent break-out leading to surface run-off and the potential contamination of the nohoanga site is highly unlikely. It is more likely that the treated effluent will travel vertically through the permeable soils rather than horizontally.
Glencoe Domain & Reserve	Native plants and bush	Potential for damage to native bush and/or plants through construction of disposal beds and installation of conveyance pipe.	The proposed LAA is covered with grass, weeds and blackberry with no native plants or bush observed. The conveyance pipe will be between 32-50mm in diameter and can be installed to avoid damage to native plants and bush.
Glencoe Domain & Reserve	Public Health	Potential for public exposure	The proposed method of disposal is subsurface and the

to secondary treated
wastewater.

risk of effluent surface breakout is low. However, it is
proposed that the disposal area is protected from public
access and clearly signposted.

I. Other

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