

From: [Max Clark](#)
To: [Fiona Fountaine](#)
Subject: RE: FW: APPROVAL NOTIFICATION - SFR TRANSFER NM-30655-SFR - [REDACTED] to Fountaine
Date: Friday, 5 June 2026 10:09:52 am
Attachments: [image001.png](#)
[image002.png](#)
[image003.png](#)
[image004.png](#)

Kia ora Fiona,

Thank you for reaching out. I have received further advice today on your situation.

- Can someone licence half of a boatshed under a concession, if they only use half? And/or can a concession encompass two separate owners, licenced & paying for half a boatshed each?

We are able to licence half of a boatshed to the respective users of the shed, under two separate concessions. However, our preference would be that the other boatshed user submits their own application as well, and that these two applications are processed at the same time. This is to ensure that the use/ownership of the boatshed is clear, and the authorisation is completed for the entire structure at once.

- Can someone's ROLD ACT licence have structures removed from it, without requiring a transition to the concessions regime?

This question relates to *"The large bach (including the "shed" as stated in the licence) will be demolished next year"*. This will likely require large machinery and/or earthworks. You have also noted that *"The small bach is being converted from accommodation into an open deck with storage underneath"*, which is considered a significant change to the nature of the structure. In this case, we would ask that a concession application is submitted to encompass the various changes to the site. The concession would then replace the existing ROLD licence from the date of issue.

I hope this clarifies your next steps. Let me know if you still have questions about this.

Nāku noa, nā

Max Clark

(he/they)

From: Fiona Fountaine

Sent: Thursday, 4 June 2026 4:57 pm

To: Max Clark

Subject: Re: FW: APPROVAL NOTIFICATION - SFR TRANSFER NM-30655-SFR - [REDACTED] to Fountaine

Hi Max

Any update on this?

Regards

Fiona

On Thu, May 28, 2026 at 3:51 PM Max Clark <maclark@doc.govt.nz> wrote:

Thank you, Fiona. I appreciate your time.

I will follow up about the following issues for you, and let you know once I have an answer.

- Can someone licence half of a boatshed under a concession, if they only use half? And/or

can a concession encompass two separate owners, licenced & paying for half a boatshed each?

- Can someone's ROLD ACT licence have structures removed from it, without requiring a transition to the concessions regime?

Ngā mihi nui,

Max

(he/they)

From: Fiona Fontaine [REDACTED]

Sent: Thursday, 28 May 2026 3:44 pm

To: Max Clark <maclark@doc.govt.nz>

Subject: Re: APPROVAL NOTIFICATION - SFR TRANSFER NM-30655-SFR - [REDACTED] to Fontaine

Per our conversation, this was the original licence for the jointly owned boatshed, recognising 2 x 50% shares.

On Wed, May 27, 2026 at 8:11 AM Max Clark <maclark@doc.govt.nz> wrote:

Aroha mai – it's [REDACTED]

Ngā mihi nui,

Max

(he/they)

From: Fiona Fontaine [REDACTED]

Sent: Tuesday, 26 May 2026 4:23 pm

To: Max Clark <maclark@doc.govt.nz>

Subject: Re: APPROVAL NOTIFICATION - SFR TRANSFER NM-30655-SFR - [REDACTED] to Fontaine

What's your number?

On Tue, 26 May 2026, 4:20 pm Max Clark, <maclark@doc.govt.nz> wrote:

Yes, please. I'll talk to you then.

Ngā mihi nui,

Max

(he/they)

From: Fiona Fontaine [REDACTED]

Sent: Tuesday, 26 May 2026 3:53 pm

To: Max Clark <maclark@doc.govt.nz>

Subject: Re: APPROVAL NOTIFICATION - SFR TRANSFER NM-30655-SFR - [REDACTED] to Fontaine

3.30pm on Thurs works for me. Shall I call you?

On Tue, 26 May 2026, 3:10 pm Max Clark, <maclark@doc.govt.nz> wrote:

Thank you, Fiona. I am free to Thursday between 2-4:30pm, if that works for you?

Ngā mihi nui,

Max

(he/they)

From: Fiona Fontaine [REDACTED]

Sent: Monday, 25 May 2026 6:10 pm

To: Max Clark <maclark@doc.govt.nz>

Subject: Re: APPROVAL NOTIFICATION - SFR TRANSFER NM-30655-SFR - [REDACTED] to

Fountainne

Thanks. I can't do tomorrow, but could do Weds or Thurs. What times suit? Correct details below:

NM-30655-SFR is for 2 baches (1 large and 1 small, as stated in the licence) and an implement shed (which at some point has been attached to the large bach and converted into an internal bathroom). The large bach (including the "shed" as stated in the licence) will be demolished next year. The small bach is being converted from accommodation into an open deck with storage underneath, but will remain on foreshore reserve.

The boatshed (that was subject to the separate, now expired licence) is a duplex structure further down the beach owned by myself (now) and the neighbour. They didn't know it had expired, apparently.

Thanks

Fiona

On Mon, May 25, 2026 at 3:13 PM Max Clark <maclark@doc.govt.nz> wrote:

Kia ora Fiona,

Thank you for reaching out. Yes, I am available to call tomorrow between 12:30 – 4:30pm. Would any specific time work for you? Or I am available later in the week, if you would prefer.

In advance of the call:

I understand that you have purchased the boatshed previously authorised under NM-30568-SFR (expired on 31/12/2020), in addition to holding NM-30655-SFR (your existing boatshed licence; expiring 31/12/2030).

We are unable to vary your active licence (NM-30655-SFR) to include a new structure (EG, the newly purchased boatshed), as this licence was issued under the ROLD Act. The ROLD Act is no longer the correct legislation to authorise structures on DOC land. Instead, the correct mechanism for licensing all structures on public conservation land is the concessions regime, as defined under the Conservation Act 1987. As existing ROLD Act licences come up for expiry, we are transitioning those licences into the concessions process.

To authorise the newly purchased boatshed, you will need to submit a concession application to encompass either a) the newly purchased boatshed or b) both boatsheds.

A concession application for a boatshed would be issued as a lease. This would trigger the requirement for public notification (EG [Application to continue leasing and occupation by W R Trotter and A K O Henderson: Have your say](#)). The maximum term available for such a concession is 30 years. You can find more general information on here ([Sounds Foreshore Reserve licences and concessions : Apply for permits](#)) about concessions on the SFR.

I look forward to talking with you this week.

Nāku noa, nā

Max Clark



Kaitohu Whakaaetanga | Permissions Advisor

Whare Otautahi | Christchurch Office

Te Papa Atawhai | Department of Conservation

From: Fiona Fountaine [REDACTED]

Sent: Monday, 25 May 2026 2:43 pm

To: Max Clark <maclark@doc.govt.nz>

Subject: Re: APPROVAL NOTIFICATION - SFR TRANSFER NM-30655-SFR - [REDACTED] to Fountaine

Hi Max

Can you please respond to my below email so we can set up a time for a call?

Thanks

Fiona

On Mon, May 18, 2026 at 5:08 PM Fiona Fountaine [REDACTED] wrote:

Can we make a time for a call? Thanks.

----- Forwarded message -----

From: Tracee Sellers <tsellers@doc.govt.nz>

Date: Tue, 28 Apr 2026, 8:43 am

Subject: RE: APPROVAL NOTIFICATION - SFR TRANSFER NM-30655-SFR - Maher to Fountaine

To: [REDACTED] <[\[REDACTED\]@cavell.co.nz](mailto:[REDACTED]@cavell.co.nz)>

Cc: [REDACTED]

Good morning [REDACTED]

Thanks for confirming. I would recommend requesting a pre-application meeting with our Permissions team to ensure all the details are covered before applying for the new concession or a variation to the current concession. There might be an option to have the boatshed added to the current concession instead of it being its own concession. My colleague Max Clark maclark@doc.govt.nz is aware of the SFR concessions and previous history of this area. He has advised that you can reach out to him directly to discuss the best options.

If you do not want to arrange a meeting and would like to apply straight away, you can do so by completing the attached Word documents and submitting them to permissions@doc.govt.nz

I hope this helps. Please feel free to let me know if you have any questions or concerns.

Kind regards,

Tracee Sellers

National Transaction Centre Advisor

Ōtepoti | Dunedin Service Centre

www.doc.govt.nz



From: [REDACTED] <[\[REDACTED\]@cavell.co.nz](mailto:[REDACTED]@cavell.co.nz)>

Sent: Friday, 24 April 2026 4:09 pm

To: Tracee Sellers <tsellers@doc.govt.nz>

Cc: [REDACTED]

Subject: RE: APPROVAL NOTIFICATION - SFR TRANSFER NM-30655-SFR - [REDACTED]
to Fountaine

Hi Tracee

We have now had confirmation from the vendors (via their Agent) that they did not sell the boatshed in 2018 to the neighbouring owners. The boat shed was sold to Fiona as part of the sale of the Property. Can you please advise the process for application for a new licence?

Thank you

[REDACTED]

[REDACTED]

Registered Legal Executive (Associate LENZ), Christchurch

M [REDACTED] T [REDACTED] www.cavell.co.nz

My hours of work
are:

[REDACTED]

[REDACTED]

[REDACTED]



From: [REDACTED] [@cavell.co.nz](mailto:[REDACTED]@cavell.co.nz)>

Sent: Thursday, 23 April 2026 9:20 am

To: Tracee Sellers <tsellers@doc.govt.nz>

Cc: [REDACTED]

Subject: RE: APPROVAL NOTIFICATION - SFR TRANSFER NM-30655-SFR -
[REDACTED] to Fountaine

Hi Tracee

Thank you for looking into this. We are following this up with the vendor's lawyer and will come back to you as soon as we have received a response.

Kind regards

[REDACTED]

[REDACTED]

Registered Legal Executive (Associate LENZ), Christchurch

[REDACTED] www.cavell.co.nz

My hours of work
are:

[REDACTED]

[REDACTED]

[REDACTED]



From: Tracee Sellers <tsellers@doc.govt.nz>

Sent: Thursday, 23 April 2026 7:34 am

To: [REDACTED] [@cavell.co.nz](mailto:[REDACTED]@cavell.co.nz)>

Cc: [REDACTED]

Subject: RE: APPROVAL NOTIFICATION - SFR TRANSFER NM-30655-SFR - [REDACTED] to Fountaine

Good morning [REDACTED]

Can you confirm if the boatshed that is between Lot 1 and Lot 3 is owned by Fiona?



The reason for asking is that DOC were advised that this was half owned by the [REDACTED] but it was sold in 2018 by them to the neighbouring lot. This is the reason that there is no other licence to transfer as there would not be any structures associated with.

If this boatshed is owned by Fiona, then an application to apply for a new licence will need to be carried out. I can provide the details if required.

Kind regards,

Tracee Sellers

National Transaction Centre Advisor

Ōtepoti | Dunedin Service Centre

www.doc.govt.nz



From: [REDACTED] <[\[REDACTED\]@cavell.co.nz](mailto:[REDACTED]@cavell.co.nz)>

Sent: Wednesday, 22 April 2026 4:35 pm

To: Tracee Sellers <tsellers@doc.govt.nz>

Cc: [REDACTED]

Subject: RE: APPROVAL NOTIFICATION - SFR TRANSFER NM-30655-SFR - [REDACTED] to Fountaine

Hi Tracee

Thank you for your email. It's disappointing that this was not picked up in my communications with DOC prior to our clients purchase (see attached email

communication). I sent both licences to DOC and it doesn't look as though they were checked by the person who replied.
We look forward to hearing from you tomorrow with, hopefully, a feasible solution.
Thank you

Registered Legal Executive (Associate LENZ), Christchurch

www.cavell.co.nz

My hours of work
are:



From: Tracee Sellers <tsellers@doc.govt.nz>

Sent: Wednesday, 22 April 2026 4:02 pm

To: tsellers@doc.govt.nz

Cc:

Subject: FW: APPROVAL NOTIFICATION - SFR TRANSFER NM-30655-SFR -
to Fountaine

Hi

Thank you for your email. The transfer was only related to the licence NM-30655-SFR (SFR 761).

I have checked the records and the other licence that you have provided NM-30568-SFR (SFR 646) expired back in 2020 and was not renewed.

I am currently following up further with our SFR team to see what further details we have regarding the expired concession. I hope to have an update for you tomorrow.

Kind regards,

Tracee Sellers

National Transaction Centre Advisor

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www.doc.govt.nz



From: tsellers@doc.govt.nz

Sent: Wednesday, 22 April 2026 2:31 pm

To: Tracee Sellers <tsellers@doc.govt.nz>

Cc:

Subject: FW: APPROVAL NOTIFICATION - SFR TRANSFER NM-30655-SFR -
to Fountaine

Hi Tracee

I am following up on this matter. We received the attached transfer of the Foreshore Licence to occupy. There are two licences (SFR761 & SFR646). We submitted two

transfer forms to you at the time of the house purchase. Can you please advise whether both of these licences have been transferred to our client?

We look forward to hearing from you as soon as possible.

Kind regards

[Redacted]

[Redacted]

Registered Legal Executive (Associate LENZ), Christchurch

[Redacted]

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