

Terms & Conditions: Read the terms and conditions on the resource consent application form. Sign and date the form and send your application to Council.

CHECKLIST

- Resource consent application form.
- Site plan.
- Assessment of environmental effects.
- Diagram showing design details.
- Lodgement fee of \$600.

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FORESHORE STRUCTURES

INFORMATION REQUIREMENTS

Requirements for a coastal permit application for a foreshore structure

We have prepared these notes to assist you (the applicant) in preparing your resource consent application for the following structure(s) or alteration to an existing structure:

- Jetty;
- Boatshed including associated decking;
- Slipway;
- Ramp; or
- Seawall.

General information and explanation about these and other structures in the coastal environment is provided in our brochure [Guidelines for applying for a coastal permit](#). If you are laying a mooring please refer to our brochure [Information requirements for moorings](#).

These notes provide information about how to complete our application form and the type of supporting information that we require to be able to assess your proposal. Because each situation is different we recommend that you contact us to discuss your application and/or seek the services of a suitably qualified consultant.

The information in this brochure has been prepared for guidance purposes only. Council may request further information or clarification about your proposal once you have submitted your application. Council cannot guarantee approval of an application even if you supply all of the information or follow the suggestions in this brochure.



Effects on the foreshore and seabed

What will be the effects on the seabed and marine ecology? We need as detailed a description as possible about the presence of any plants and animals on the seabed and foreshore. You should seek advice from someone qualified in marine ecology about the potential for adverse effects on marine life that your structure could cause. Where there is potential for marine life to be adversely affected Council may request an assessment if you do not provide one with your application.

Are there likely to be ongoing sedimentation effects from the location of the structure? For example placing a jetty next to a stream should be avoided because there is potential for sedimentation to be an issue.

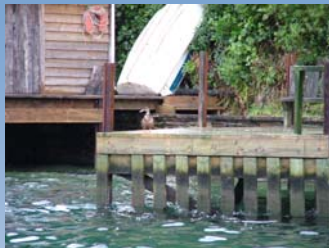
Seawalls require an assessment of the stability and structural integrity as well as an assessment by a chartered professional engineer who has experience in the field of marine defence work that explains the design and how the installation of the proposed wall will prevent;

- further erosion to the foreshore and seabed,
- deposition or longitudinal drift along the shoreline,
- further undermining of the foreshore under or at either end the proposed seawall structure, and
- reflective waves.



Visual Effects

- What is the likely visual effect that the structure will have on the natural character and coastal environment? Consider the effects on the immediately surrounding environment where the structure will be located as well as neighbouring properties.



- If your structure is within the Marlborough Sounds you should consider the effects within the application site as well as on the wider Sounds environment. Volume 3 of our Marlborough Sounds Resource Management Plan (available on our website or check with us) identifies areas of outstanding landscape value. If your proposed location is adjacent to one of these areas you will need to assess the visual impact of the structure in more detail.

Plan your structure so that the impact of the structure will have a low visual impact to other people and the environment. Locating a jetty or boatshed in front of your property may reduce the visual impact to your neighbours. Also, choose colours that will blend with the surrounding environment rather than using white or reflective colours. Often the visual effects of a structure can be minimised by placing new structures next to or incorporating with existing ones for example, placing a boatshed next to an existing jetty or locating a boatshed on land and nestling it into the surrounding bush.



- Provide details of any exterior lighting that will be placed on the structures. Our Harbourmaster will consider the proposed lighting once you have made an application.

Any security lighting should be on a sensor and pointed away from adjacent properties and navigation routes.

What information do you need to provide?

You need to provide as much information as possible about your proposal so that we can understand what you want to do. Photographs of the site are useful especially if they show the proposed location of the structure. This is helpful when a staff member assigned to your application (known as a Case Officer) makes a visit to the site.

Your application must include:

A completed (and signed) resource consent application form available from our website at www.marlborough.govt.nz/list-of-forms or by contacting Council, plus

- Diagrams showing the design details (page 4).
- A site plan (page 6), and
- Your comments about the likely effects that the proposed structure will have on the environment during the installation and on an ongoing basis once installed. We call this an assessment of environmental effects (page 7).

Completing a resource consent application form

Applicant(s) details: Provide the full names of all of the applicants and their contact details.

Agent details: If you are employing an agent to act on your behalf, provide the agent's contact details as well. If your agent signs the application form on your behalf, your agent is bound by the terms and conditions and is responsible for the payment of any fees.

Type of consent(s):

- Tick the 'Coastal Permit' box if the structure is below the Mean High Water (MHW) mark; **or**
- Tick the 'Land Use' box if the structure is above the MHW mark; **or**
- Tick both boxes if the structure straddles the MHW mark.

Description: There is only limited space on the application form for a description so please provide a summary on the form and then attach a detailed description and any diagrams. Details we require are below. The description is important because Council cannot grant consent for any activity that you have not applied for. You may want to consider completing this section after you have completed an assessment of the effects (page 7), because that may influence your proposal.

Description of the structure

You need to provide diagrams that show the design details and elevation plans of the structure(s) with the footprint, from a birds eye view and side profile, with the dimensions (height and width). These drawings are usually prepared by a chartered professional engineer. For a resource consent application they can be the same plans that will be used for a building consent application or simpler plans showing the footprint and dimensions.

What materials will the structure be made of?

For a *seawall*, in addition to these drawings we require details of the materials and whether any fill will be placed behind the wall. You need to consider whether the installation of the seawall will reclaim land. Separate resource consent is required for reclamation. Please contact us for further information about our requirements.



Describe how the structure will be used

If your structure is a jetty:

- The length and draught of the vessels that will use the jetty and the number of vessels likely to use it at any one time.
- Will the jetty be shared with neighbouring properties?

If your structure is a boatshed:

- Details of the boat and equipment the shed is intended to store. *A boatshed should be a building for the storage of a small (typically up to 6 metres) vessel and a reasonable amount of gear associated with the use of that vessel.*
- Details on how the boat will be placed in the shed eg; winch installed on a ramp or a rail iron slipway.

Other structures

- What other structures, for example; jetties, moorings, marine farms, boatsheds are in the area?
- Are there any utility or subaqueous cables located close to the location of the structure? You will need to contact the power and telephone companies to confirm if there are any cables present at the proposed location. If there are, you need to show them on your site plan and assess any effects of the proposed structure on the location of the cables.
- What is the likely effect that your proposed structure will have on the surrounding environment and its users? Comment on the impact your proposed structures will have on other activities in the area such as swimming, boating, fishing or commercial activities.

Navigation

- Will the location of the proposed jetty affect navigation of other vessels?

Our Harbourmaster will comment on whether navigation lighting or reflective tape is required.

Access

- Coastal structures restrict access to and along the coastal marine area and the foreshore by members of the public. One of the positive benefits of a jetty is that the structure can provide access to the foreshore by members of the public. Your comments on how access can be maintained by the public to and along the foreshore and the coastal marine area needs to be included as part of this assessment.

Consultation

Have you contacted anybody such as neighbours, the Department of Conservation or local iwi about your proposal? Please provide details and the results of any consultation you have undertaken in your application.

Size and location of the proposed structure

- Have you considered alternative types of structures, methods and/or locations? If yes, what were the options and why was the proposed option chosen?

Avoid placing structures that prevent or limit public access and movement along the foreshore or in areas where there is high public usage.

Is the boatshed able to be built on adjoining private land or foreshore reserve rather than in the coastal marine area?

- What determined the final dimensions of the structure? Has the scale of the structure been kept to the minimum necessary to provide only reasonable access (jetty) or for storage of your vessel and associated equipment (boatshed)?

In general, the smaller that a structure is, the better.

If your structure is a jetty:

The length of a jetty should be kept as short as possible. This will be dependent on the seabed profile and the type of vessel that will use the structure. Jetties have traditionally been straight fixed pile structures with either rail irons or timber posts and decking. To provide for pedestrian access to a residential property the width of a jetty is generally 1-1.8 metres.

We are receiving more requests for designs that include a floating platform and link span. These types of structures tend to make the overall length and width of the jetty longer and wider than a fixed pile jetty. If you decide on a floating platform you need to assess the effects of the larger size of structure compared to installing a smaller fixed pile jetty.

Jetties that are parallel to the foreshore or that have a return (L or T configurations) at the seaward end of the structure, give an impression of privatisation and occupation of a larger space, than a straight 'finger' jetty. You need to comment on this effect if you choose to include a return in your design or where the jetty will be parallel to the foreshore.

If your structure is a boatshed:

Boatsheds are only to be used for the storage of a small vessel and a reasonable amount of gear associated with the use of that vessel. It is expected that doors will be solid. It is preferable that there are no windows. The amount of decking associated with a boatshed should be sufficient to provide safe access around the structure for the purpose of launching and retrieving the vessel. Decking that is shared with an adjacent jetty is encouraged.

For jetties and boatsheds:

- Details on how access will be made from the jetty or boatshed to your dwelling or building site on your property. This shows us how the jetty or boatshed will relate to your property and enables us to advise you if resource consent is needed for the access.



- There will be disturbance of the seabed and possibly the foreshore during the construction stage. Please provide an estimate of the amount (volume) of disturbance that is likely to occur. A resource consent may be required for this disturbance.

Why is the new structure (or alteration) required?

You also need to explain the reason(s) why you require a new structure or want to alter an existing one. The reasons are important when we evaluate your application and consider the effects that the occupation of your structure will have in or on the coastal environment. You should also think about whether there are existing structures that could be shared.

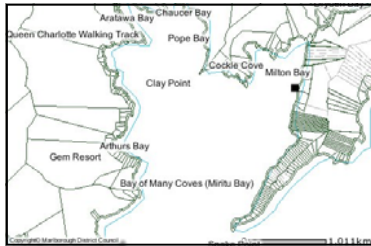
In the case of extensions to an existing jetty, we will be interested in why the extra length is required since the existing structure will already be providing access to land. If the water depth is no longer sufficient next to a jetty, is dredging an option, rather than extending the structure?

If your application is for a seawall you need to tell us what purpose the seawall will have.

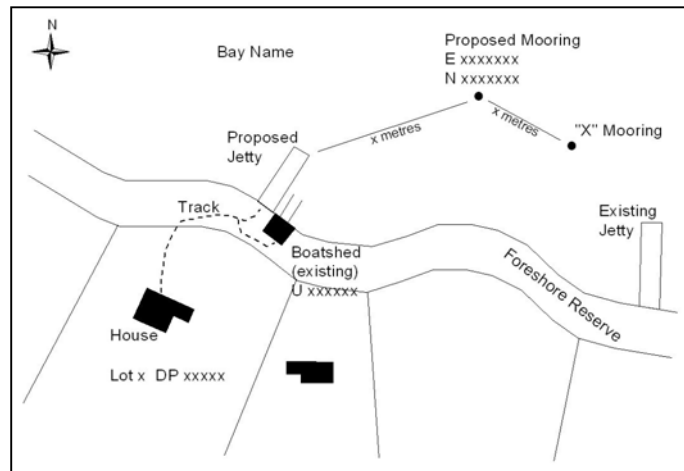
Location: Describe the location of the structure, for example, Milton Bay, Bay of Many Coves, Queen Charlotte Sound.

Preparing a Site Plan: You need to provide a locality plan and a more detailed site plan with as much detail as possible. The detailed site plan should show the shoreline, significant features, land immediately behind the structure, residences in close proximity, property boundaries and neighbouring properties, moorings, marine farms, jetties and any other structures in the area. The plan does not necessarily have to be to scale, but must be detailed enough (showing distances) for us to understand the location of the proposal and any existing structures.

Example of a locality plan →



Example of a site plan ↓



Provide a drawing showing the seabed profile and the Mean High Water (MHW) and Mean Low Water (MLW) depths in relation to your structure.

It is important to provide an accurate GPS co-ordinate to allow us to accurately record the location of the proposed structure in our database and assess effects such as proximity to other structures and navigation risk.



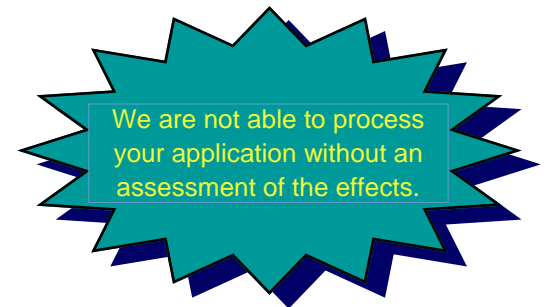
Preparing an Assessment of Environmental Effects

What are the effects that your structure will have on the environment?

The Resource Management Act 1991 requires you to consider the effects on the environment. Environmental effects can be positive or negative, temporary or permanent, past, present or future, cumulative (occur over time or in combination with other effects), of high probability or low probability but high impact. This is both during the installation of the structure as well as the longer term effects that the structure will have.

Below are some questions along with our ideas from the processing of other resource consent applications, our assessment criteria and from policies in our plans to assist you in preparing an assessment of effects. Some of the questions may seem obvious, but your comments on them are needed to complete the picture. This is not a comprehensive list as there may be other issues and ideas specific to your proposal and location.

We expect the amount of information that you provide to us to correspond to the scale and significance of the effects of your proposal. For example, we expect a larger and more thorough assessment of effects for a large multiple berth mini marina that is intended to serve a residential property than for a small fixed pile 'finger' jetty serving the same property.



Questions & ideas