

Wanaka Community Board
3 August 2017

Minutes of a meeting of the Wanaka Community Board held in the Armstrong Room, Lake Wanaka Centre, Wanaka on Thursday 3 August 2017 beginning at 10am

Present:

Ms Rachel Brown (Chair), Councillor Calum MacLeod, Councillor Ross McRobie, Councillor Quentin Smith and Mr Ed Taylor

In attendance:

Mr Mike Theelen (Chief Executive), Mr David Wallace (Manager, Resource Management Engineering), Mr Aaron Burt (Senior Planner, Parks and Reserves), Mr Blake Hoger (Property Advisor, APL Property Ltd), Ms Sarah Mitchell (Property Advisor, APL Property Ltd) and Ms Jane Robertson (Senior Governance Advisor); 2 members of the public and 2 members of the media

Opening

The meeting commenced with a karakia from the Chair.

Congratulations were extended to Quentin Smith for his recent election as Wanaka Ward Councillor. It was noted that although he had officially 'come into office' on 3 August under the provisions of the Local Electoral Act, he could not act until making the statutory declaration at the Council meeting on 17 August. Nonetheless, as he would automatically become an appointed member of the Board as Wanaka Ward Councillor, it was agreed that it was appropriate for Mr Smith to attend and speak at the meeting, but not vote on any item.

Apologies

An apology was received from Ms Ruth Harrison who was on approved leave of absence.

Rachel Brown requested leave of absence from 3 to 12 October 2017.

**On the motion of Councillor MacLeod and Mr Taylor
the Wanaka Community Board resolved that the
request for leave of absence be granted.**

Public Forum

There were no speakers in the Public Forum.

Declarations of Conflicts of Interest

Councillor McRobie declared a conflict of interest in respect of the Wanaka Community House (an item within the Chair's Report), as he was chair of the Community Trust of Otago to whom the Community House was likely to apply for funding assistance.

Confirmation of Agenda

The agenda was confirmed without addition or alteration.

Confirmation of Minutes

On the motion of Councillors McRobie and MacLeod the Wanaka Community Board resolved that the minutes of the Wanaka Community Board meeting held on 22 June 2017 be confirmed as a true and correct record.

1 Temporary Road Closure - Wanaka A&P Show 2018

A report from Sarah Mitchell (Property Advisor, APL Property Ltd) assessed an application from Southern Safety Services on behalf of the Wanaka A&P Society to close temporarily McDougall Street from Ardmore Street to Brownston Street from 8 March 2018 to 11 March 2018 in order to hold the annual Wanaka A&P Show. The recommendation was to approve the application, subject to similar conditions that had been applied to the temporary road closure in prior years.

The report was presented by Ms Mitchell and Mr Wallace.

Mr Taylor noted that there was increasing pressure on car parking during the A&P Show and parking was extending into residential areas and even into the cemetery. Ms Mitchell undertook to speak to Southern Safety about these concerns.

On the motion of MacLeod and McRobie it was resolved that the Wanaka Community Board:

- 1. Note the contents of this report;**
- 2. Approve the road closure application for the Wanaka A&P Show 2018 subject to the following conditions:**
 - a. Approval of the final Traffic Management Plan by QLDC Planning and Development;**
 - b. Radio advertising two days prior and on the morning of the event;**
 - c. The event organisers arranging suitable disposal methods for recycling and rubbish/refuse;**

- d. The event organisers ensure access is available for emergency services and maintenance contractors if required;**
- e. The event organisers encourage alternative transport modes to the event such as adequate bike parking and Park and Ride option;**
- f. The applicant notifying all affected parties via the submitted affected party notice, of the extent of the temporary road closure; this notification is to be undertaken five working days prior to the closure occurring. A copy of this notice is to be supplied to APL Property Limited.**

3. Authorise the following schedule of road closures:

**Road to be Closed: McDougall Street from
Ardmore Street to Brownston
Street**

**Period of Closure: 0800 on Thursday 8 March
2018 to 0800 on Sunday 11
March 2018**

2 Licence to Occupy Road Reserve – Lot 8 (Business Subzone), Three Parks, Wanaka

A report from Blake Hoger (Property Advisor, APL Property Ltd) assessed an application for a Licence to Occupy Road Reserve from Linda Montgomery and Robert Fraser, the owners of Lot 8 (Business Subzone), Three Parks, Wanaka to occupy the road reserve for the purposes of providing bicycle parking and for an encroachment of an architectural eave and wing wall. The report recommended that the licence be granted subject to conditions.

This report and that following were presented by Mr Hoger and Mr Wallace.

Councillor MacLeod asked why the applicants needed to use the road reserve. In reply staff suggested that it was because they wished to retain the building design as developed. It was also noted that the bicycle park would be available for anyone to use. Mr Wallace observed that it would have been more appropriate to deal with this proposal as an encroachment but the Council did not have a formal encroachments policy and a Licence to Occupy ['LTO'] was the best option currently available. He added that the Council did not actively monitor the compliance or expiry dates of LTOs, although most were in perpetuity, albeit at Council's pleasure.

**On the motion of McRobie and Taylor it was resolved
that the Wanaka Community Board:**

- 1. Note the contents of this report;**

2. Approve granting a Licence to Occupy to Linda Montgomery and Robert Fraser to occupy the road reserve adjacent to Lot 8 (Business Subzone), Three Parks, Wanaka for the purposes of providing bicycle parking and for an encroachment of an architectural eave and wing wall subject to the following conditions:
 - a. Any works within the road reserve to be undertaken to the specification and approval of Council's Engineers;
 - b. Building and Resource Consent to be obtained prior to works commencing;
 - c. Any damage as a result of the works within the road reserve to be resolved to the satisfaction of Council Engineers at the cost of the applicant;
 - d. The structures must not compromise roading or services maintenance activities;
 - e. Ongoing maintenance of the structures is to be the responsibility of the Licensee along with any damage that may occur to the road reserve as a result of the structures;
 - f. The applicant consents to the Licence being encumbered against their title to ensure the terms and conditions continue in perpetuity for all future owners of the property;
 - g. The use of the bicycle park shall not be limited to occupants of the applicant's building.
 - h. The bicycle park area shall remain at Council's pleasure.

3 Licence to Occupy Road Reserve – Otago Regional Council Ground Water Monitoring Bores, Hawea

A report from Blake Hoger (Property Advisor, APL Property Ltd) assessed an application for a Licence to Occupy Road Reserve from the Otago Regional Council to occupy road reserve for the purpose of installing two ground water monitoring bores at the intersections of Domain Road and Cemetery Road and Gladstone Road and Cemetery Road, Hawea. The report recommended that the licence be granted subject to conditions.

Mr Hoger presented a series of amended recommendations from those presented in this report (new text underlined):

- c. Bores which are not to be flush with the surrounding ground so as not to create a safety hazard. are to be located a minimum distance of 3.5m from the edge of the road seal. If 3.5m cannot be achieved, a guard rail or haunching is to be installed around the bore at the satisfaction of Council Engineers.

- d. A hazard marker is to be installed in accordance with the NZTA's sign specifications, specifically a double dot hazard marker (RM7) on a 100mm x 100mm WYHM Delineation and Hazard Marker (RM 17) on a frangible white post (to both traffic directions (proximity to intersection)).
- i. Should the Licensee wish to avoid the use of Glyphosate to maintain the surrounding area they are to register the land on QLDC's "no-spray register" and maintain themselves.

It was noted that the purpose of the original recommendation for the bore to be flush with the ground had been to avoid any traffic hazard. However this had been altered at the Chair's suggestion because if flush, water could get into the aquifer thereby affecting the telemetry, or the aquifer water could be contaminated. Other recommendations had been introduced (distance from the kerb and traffic hazard markings) to address any consequential traffic safety concerns if the Board agreed that the bore should not be flush. Members suggested that there be slits in the post so that it would immediately break if hit, but staff questioned the need for this since moving it back from the road edge served to mitigate the risk.

On the motion of Mr Taylor and Councillor MacLeod was resolved that the Wanaka Community Board:

1. **Note the contents of this report;**
2. **Approve granting a Licence to Occupy to Otago Regional Council to occupy road reserve for the purpose of installing ground water monitoring bores at the intersections of Domain Road and Cemetery Road and Gladstone Road and Cemetery Road, Hawea for a period of 50 years subject to the following conditions:**
 - a. **Works are to be undertaken in accordance with Otago Regional Council's Land Use Consent No. RM14.101.01;**
 - b. **A comprehensive Site Management Plan is to be prepared and implemented, at the applicant's cost, to ensure a safe environment is maintained around the subject site;**
 - c. **Bores which are not flush with the ground are to be located a minimum distance of 3.5m from the edge of the road seal. If 3.5m cannot be achieved, a guard rail or haunching is to be installed around the bore at the satisfaction of Council Engineers;**
 - d. **A hazard marker is to be installed in accordance with the NZTA's sign specifications, specifically a double dot hazard marker (RM7) on a 100mm x 100mm frangible**

white post (to both traffic directions (proximity to intersection));

- e. All services, including phone, power and gas within the road reserve and any water, sewer and storm water services must be identified and catered for;
- f. The applicant to be liable for any damages and/or reinstatement of Council's or any other person's property that may arise from the proposed activity. This will need to be evidenced by before and after photographs/video or similar;
- g. No compromise shall be made to Council Infrastructure or access to same;
- h. The installations remain at Council's pleasure;
- i. Should the Licensee wish to avoid the use of Glyphosate to maintain the surrounding area they are to register the land on QLDC's "no-spray register" and maintain themselves.

4 **Proposal to Vest Lands as Reserve and to Offset Reserve Land and Reserve Improvements Contributions as per the Development Contributions Policy**

A report from Aaron Burt (Senior Planner, Parks and Reserves) advised of two proposed local purpose reserves within the Kirimoko Heights development in Kirimoko Crescent: Lot 200 (172m²) to provide a pedestrian/cycle linkage between two roads and Lot 201 (130m²) to provide a pedestrian/cycle linkage between two roads. The report asked the Board to recommend to Council that vesting of the reserves be approved and that reserve land contributions and reserve improvement contributions be offset, subject to several recommended conditions.

The report was presented by Mr Burt.

Members agreed that the proposed reserves were well positioned and made sense. Mr Burt explained that the reserves had not been approved with the subdivision consent because they had originally been part of the roading network.

On the motion of Councillors MacLeod and McRobie it was resolved that the Wanaka Community Board:

- 1. **Recommend to Council the vesting of the two identified proposed reserves be approved:**
 - a. **Lots 200 and 201, Kirimoko Limited Partnership, 'Kirimoko Heights' development, Kirimoko Crescent.**

Subject to the following works being undertaken at the applicant's expense:

- i. Presentation of the reserve in accordance with Council's standards for reserves;
 - ii. A potable water supply point to be provided at the boundary of the reserve lot;
 - iii. The registration of a fencing covenant under s6 of the Fencing Act 1978 on the reserves to vest in QLDC to protect the Council from liability to contribute towards any work on a fence between a public reserve vested in or administered by the Council and any adjoining land;
 - iv. A three year maintenance period by the current landowner commencing from vesting of the reserve;
 - v. Vesting of reserves to be undertaken in accordance with the QLDC Vesting of Roads and Reserves Policy.
2. Recommend to Council that reserve land contributions are offset in accordance with the Development Contributions Policy current at the time of contributions payment and the Parks and Open Space Strategy 2017, subject to recommendation three above.
 3. Recommend to Council that reserve improvement contributions are offset against those payable in accordance with the Development Contributions Policy current at the time of contributions payment, subject to:
 - a. Detailed design plans for the reserves to be submitted and the approval of these to be delegated to the Parks and Reserves Planning Manager.
 - b. Final approval of reserve improvement costs to be delegated to the Parks and Reserves Planning Manager and is subject to the applicant demonstrating the actual costs of the improvements.
 - c. If the cost of work to construct the approved plans exceeds the contributions available to be credited, the additional cost shall be at the applicant's expense.

5 Chair's Report

A report from the Chair updated the Board on the following matters:

- Extension of Lease over Recreation Reserve: Pisa Alpine Charitable Trust
- Use of names: Gladstone/John Creek
- Removal of wilding conifers from Lismore Park
- Hawea unformed legal roads
- Mead Road
- Letters of support from the Board to assist with funding applications for:
 - Wanaka Community House
 - Te Kakano Aotearoa Trust
 - Friends of Allenby Park
 - Festival of Sport and Recreation
- Wanaka Community Pool
- Projects Summary: Property and Infrastructure

A request was made to pre-circulate the letters of support before sending them. Councillor MacLeod suggested that it should be a standard practice that all letters were pre-circulated.

Councillor McRobie withdrew from the following discussion.

The Chief Executive questioned whether it was appropriate for the Board to recommend that the Council approve a rates rebate for the Wanaka Community House, as there was a rates rebate policy under which applications were considered. He suggested that it would be better simply to indicate support for any future application that the Community House may make. The recommendation was changed accordingly.

Councillor McRobie resumed participation in the meeting.

It was noted that the Te Kakano Aotearoa Trust had also received a letter of support from the Mayor on behalf of the Council. Councillor MacLeod added that he had also written a similar letter as a Councillor because the Trust had approached him to do so.

Members presented summaries of their meetings with local community groups:

- Mr Taylor noted that the Mt Barker Residents' Association was happy with the Council's planned action for Ballantyne and Mt Barker Roads.
- Makarora residents were pleased that funding was being made available to provide two new public toilets in the village. It was hoped that a further two would eventually also be built and that construction of the confirmed toilets would occur before Christmas 2017. In addition, residents wanted the speed limit through Makarora to be reviewed.
- The Rotary Club of Wanaka wished to contribute funds to the redevelopment of Rotary Park at Glendhu Bay and was working with staff on this project.

- Lake Wanaka Tourism was noticing a major growth in tourist numbers and wanted to be involved in preparing the Council's next 10-Year Plan.
- The Upper Clutha Tracks Trust was undertaking some strategic work and was liaising with Lake Wanaka Tourism, Department of Conservation and Council on this.
- It was noted that there was no duration stated on the disabled parks outside the Wanaka Library and this had been brought to the attention of the Regulatory Manager.
- The RSA had advised of their wish to be included in future consultation about use of the lake front and other Board activities.
- Members observed that the Council's website needed to be updated to reflect the new membership of the full Council and the Wanaka Community Board.

On the motion of Ms Brown and Mr Taylor it was resolved that the Wanaka Community Board

- 1. Note the contents of the report;**
- 2. Support the construction of the Wanaka Community House as an essential social services hub for the Upper Clutha Region;**
- 3. Support any future application that the Wanaka Community House may make for a rates rebate; and**
- 4. Agree to write letters of support on behalf of:**
 - **Wanaka Community House Charitable Trust**
 - **Te Kakano Aotearoa Trust**
 - **Friends of Allenby Park**
 - **Upper Clutha Sports Community**

Councillor McRobie did not vote on parts 2 and 3 of the resolution.

The meeting concluded at 11.01am.

Confirmed as a true and correct record:

Chairperson

14 September 2017