

# Pre-Application Meeting Record

## MEETING NOTES

<b>Meeting Date:</b>	26 October 2021	<b>SR Number:</b>	499629
<b>Address:</b>	101 Wakefield Street, Te Aro (Michael Fowler Centre carpark)		
<b>Planner:</b>	Angela Jones, Planning Consultant		
<b>Attendees:</b>	<p><u>Council:</u> Angela Jones, Planning Michael Kelly, Heritage Morten Gjerde, Urban Design Anbu Pungiah, Traffic Farzard Zamani, Urban Design</p>	<p><u>Applicant:</u> Alistair Aburn, Planning Adam Wild, Heritage Jamie Whittaker, Traffic Nick Owen, Willis Bond Deyana Popova, Urban Design Bevan Judge John Hardwick-Smith, Architect Andre Bishop, Architect Nicole Thompson, Landscape</p>	
<b>Purpose of Meeting:</b>	To discuss a proposal to construct a new multi-storey building in the Civic Centre Heritage Area.		
<b>Site Details:</b>	<p><u>District Plan:</u> The site is located in the Central Area.</p> <p>These are the District Plan notations that apply to the site:</p> <ul style="list-style-type: none"> <li>- Civic Centre Heritage Area</li> <li>- Verandah and display windows required</li> <li>- Sunlight protection area (civic square)</li> </ul> <p><u>Other Notations:</u> The site is also identified as being a contaminated site. Refer to Selected Land Use Register (SLUR) file no. SN/05/1378/02.</p> <p>Based on our discussion, the following rules have been identified as potentially relevant:</p> <ul style="list-style-type: none"> <li>- 13.3.4 – New Central Area building</li> <li>- 13.3.9 – New Central Area building not meeting maximum height standards</li> <li>- 21B.2.1 – Construction of a new building in a heritage area</li> <li>- 21B.2.3 – Earthworks in a Heritage Area (100m<sup>2</sup> exceeded)</li> <li>- 30.2.1 – Earthworks</li> <li>- 32.2.1 – Development of contaminated land</li> </ul>		

The overall activity status of the application is likely to be a Discretionary (Unrestricted) Activity as the building height exceeds the absolute height limit of 27m.

The proposal will also need to be assessed under the National Environmental Standards for Assessing and Managing Contaminants in Soil to Protect Human Health (NESCS).

A link to the District Plan is provided below:

<https://wellington.govt.nz/your-council/plans-policies-and-bylaws/district-plan/eplan>

We also encourage you to check your compliance with the District Plan using our 'resource consent check':

<https://consentcheck.wellington.govt.nz/>

### **Higher Order Planning Framework:**

The National Policy Statement for Urban Development (NPS-UD) and Wellington City Council Spatial Plan (Spatial Plan) are relevant to this development.

#### **NPS-UD:**

The NPS-UD came into effect on 20 August 2020 and is relevant to this proposal. The purpose of the NPS-UD is to enable development by maximising the benefits of intensification. The NPS-UD directs decision making under the Act to ensure that planning decisions enable development through providing sufficient development capacity for housing and business.

The requirements of the NPS-UD will be incorporated into the upcoming District Plan review. As a higher order planning document the relevant objectives and policies of the NPS-UD will be taken into consideration when assessing the application.

#### **Spatial Plan:**

The Wellington City Council Spatial Plan (the Spatial Plan) is a blueprint for the city that sets out a plan of action for where and how the city should grow and develop over the next 30 years providing the key policy direction to influence the review of the District Plan. The Spatial Plan is a non-statutory document that builds on the policy direction within the NPS-UD and encourages further sequenced intensification of residential land. The draft Spatial Plan was adopted by councillors on 24 June 2021. A link to the Spatial Plan is provided below:

[https://experience.arcgis.com/experience/26d22f28fo4146709528714a4c4a2689/page/page\\_1/](https://experience.arcgis.com/experience/26d22f28fo4146709528714a4c4a2689/page/page_1/).

While the Spatial Plan provides guidance as to the future policy direction to be adopted by the Council in the District Plan review, until such time as the Spatial Plan is incorporated into the District Plan it remains a non-statutory document and has been considered as such. Nonetheless, it is clear from the Spatial Plan that the density of development in this area will increase over time to meet the housing needs of the City's population and the requirements of the NPS-UD.

#### **Wellington City Council District Plan Review:**

The Council is undertaking a full review of the District Plan and an early draft of this was made available to the public on 20 October 2021. This draft is for community consultation purposes only, with public notification and a formal submission period planned for mid-2022. At this stage the District Plan review has no statutory weight. A link to the draft District Plan Review is available here:

<https://wellington.govt.nz/news-and-events/news-and-information/our-wellington/2021/10/draft-district-plan>

## **Planning:**

The overall activity status of the application will be at least a Discretionary (Unrestricted) Activity. The Council will therefore not be restricted in the matters that it may consider when assessing the application. Based on the details of the application that are known to date, the likely key matters for considers will be:

- Design and external appearance.
- The effects of the height of the building on the surrounding streetscape and the Civic Centre Heritage Area.
- Heritage – in terms of the effect of the development on heritage areas, in particular the Civic Centre Heritage Area.
- Traffic
- Wind
- Contamination

During the pre-application the 'site' was defined and this doesn't extend to the legal with Jervois Quay and the southeast corner of the site. This presents a potential issue and questions about the design treatment of the area outside of the 'site'. The application will need to clearly define the 'site' as well as being clear on the design response to those areas that are immediately adjacent to the 'site'.

With regard to building height, the proposed building exceeds the 'absolute maximum height' by approximately 9 meters. Standard 13.6.3.1.6 of the District Plan identifies the Absolute Maximum Height as being:

*"The absolute maximum height represents the maximum scale of building that could potentially be developed within each heritage area without significant detrimental impact on the heritage value and character of the area. Any building proposal that seeks to utilise the building height between the 'upper threshold' and the 'absolute maximum height' must be able to demonstrate that the additional building height can be appropriately treated so that it will not detract from the historic values of the site or the heritage area as a whole."*

The effect of the height of the building in the context of the Civic Centre Heritage Area and the surrounding built environment will be a key consideration of the application, including the notification decision. The application will also need to demonstrate Design Excellence because the building will exceed the maximum permitted height standard.

Given the building height exceeds 18.6m a wind assessment will be required to accompany the application. Depending on the finding of the wind assessment, the proposal may also require consent with regard to wind.

The site has been identified as being contaminated. It is recommended that a Detailed Site Investigation (DSI) is undertaken. This will include recommendations if any remediation is required. The application will also need to assess the proposal against the NESCS.

The Guy Ngan sculpture is currently located on the site. This sculpture is a WCC asset and needs to stay within the site. This needs to be clearly shown in their landscape plan.

The Council's Parks team have also confirmed that the flower beds in the south-eastern corner of the site can be removed as part of the overall design of the site.

## **Urban Design:**

The Council's Consultant Urban Design Advisor, Morten Gjerde, has reviewed the proposal and makes the following comments:

*“The site layout responds clearly to existing pathways through the site and to the potential for these to be strengthened. The applicant explained that the massing of the building above ground level aims to enhance definition of the public spaces around the fringes of the ground level and to respond to key contextual references, primarily the MFC. The result is a three-pronged building form comprising the eastern wedge, the western wedge and the lantern. The lantern rises to eight levels (six floors over a double height colonnade) or some 37.83m above existing ground.*



*Figure 1: Proposed development seen from the north, with the MFC to the right. The eastern wedge is seen on the left and the lantern in the centre. The walkway to/from the waterfront would pass under the double height colonnade.*

*The eastern wedge is six levels tall and the western wedge four levels high. While the plans tabled during the meeting suggested highly glazed façade treatments it was also noted that these designs continue to be developed, taking ESD and other factors into account.*

### Urban Structure

*The pathways that shape the building at ground level follow existing desire lines and can therefore be considered logical. Moulding the ground floor to these pathways will help strengthen them and enhance legibility and access between the waterfront and lower Cuba precinct and Te Aro beyond that.*

*The upper levels that extend beyond the ground level would effectively become large verandahs over these walkways. While benefits could include spatial definition and shelter, it is also important to check these shapes in relation to wind patterns and outlook.*

*It is a little unfortunate that the major pathway to the waterfront is not aligned more clearly to the Cuba St/Wakefield St intersection, although this may be due to the prominence of the large Pohutukawa on the MFC site. On the other hand, the current alignment does have some advantages in that the viewing axis walking south would be onto the façade of the former Wellington Civic Chambers building situated on the southeast corner of the intersection. Setting back from Jervois Quay is a positive move in that the Pohutukawa trees can remain in place. These trees will continue to provide a positive edge and help moderate the scale of the proposed development.*

*We learned that the pathway extending through the building aligned to Opera House Lane would be access managed. This is appropriate given that it is private space, but it would be good to see this link clearly expressed through design and lighting and that activities closely associated with pedestrian activity can be located adjacent to the pathway.*

### Form and Massing

*The internal composition of the building form is fine. That is to say, as a piece of sculpture, the proportions are well considered and would lead to considerable visual interest when viewing the site from public places.*

*The building would be perceived from three distances; at long distance along Jervois Quay*

*from the north and Wakefield Street from the east; at moderate distance say from the Cuba/Wakefield intersection and the crossing point from the waterfront, and then up close. Along with the overall massing, responding to distant views, the surface patterns (fenestrations), material choices and textures should activate interest from each of these vantage points. The ground level in particular must be comfortable to be alongside.*

*The visual weight of the large overhang of the Lantern over the walkway could appear ungainly and/or aggressive from ground level. Such an outcome is certainly mitigated against by the orientation, which will invite the sun to lift the space. Even so, this aspect of the design should be carefully considered, including visual weight of the columns supporting the mass.*

*There is certainly a clear logic in the way the building form relates to the heights of buildings around the site. The western wedge must negotiate perhaps the most critical of these – the relationship with the Renouf Foyer and with buildings along the southern side of Wakefield Street. The height of the western wedge seems appropriate in this setting.*

*The approach to pushing additional height of the lantern toward the north makes sense, both sculpturally and in terms of the potential shading effects into Wakefield Street.*

*In this setting I would have no difficulty with the overall building heights as they have been proposed. In making that observation, I also note the ‘absolute’ limits for building heights stated in the Civic Centre heritage area design guide, which may take precedence.*

#### *Façade Design*

*Façade treatments are being developed to further distinguish between the three constituent parts of the building. The levels of difference should be carefully considered and done in such a way that they are still seen to be part of the same building.*

*Western wedge will also have the closest relationship with the Cuba Heritage precinct and the more highly articulated buildings there. Façade treatments could reference existing patterns as well as building heights.*

*Reflecting good ESD principles in the façade is always perceived positively by people.*

#### *Other Matters*

*The building silhouette is emerging around the massing of forms across the site. However, at a more detailed scale, the various items of plant can affect each of the rooftops. Careful treatment of these areas should avoid unintended outcomes. The roof of the lantern as shown in the Wakefield Street elevation points to this issue.*

*Site development and landscaping treatment must be done in a coordinated fashion with adjoining areas not strictly within the project outline. This can help lead to seamless connections, enhancing people’s perceptions and experience of the site.*

*It is noted that the matters outlined above have not been ordered by the headings of the Central Area Urban Design Guide. The proposal will, of course, be assessed in relation to the design guide, but a responsive and well-crafted design proposal would be favourably reviewed in relation to the six headings of the guide and the objectives that underpin them.”*

#### **Heritage:**

The Council’s Consultant Heritage Advisor, Michael Kelly, has reviewed the proposal and makes the following comments:

*“This is an initial response to the proposal to construct a building on the Michael Fowler Centre car park, temporarily occupied by the Royal New Zealand Ballet’s Dance Centre. The car park is within the boundary of the Civic Centre (Te Ngakau) Heritage Area.*

*Willis Bond proposes a building divided into three segments that will occupy a portion of the available site, mainly on its south side. The building will be 36 metres (ground plus seven storeys) at its highest point. The building and associated landscaping will be designed and oriented to provide space for recreation and for pedestrian movement across the site to link Wakefield Street with the waterfront.*

*The only building in the heritage area that it will be adjacent to is the Michael Fowler Centre (MFC); at its closest point it will be just over eight metres from the MFC. The MFC is a contributor to the heritage area, not a listed building.*

*The site is on the opposite side of Jervois Quay from the John Chambers Building, a listed heritage building. Further east, on Cable Street, are three listed heritage buildings – the former Free Ambulance Building, Odilins Building and Shed 22. The site is reasonably close to the northern terminus of the Cuba Street Heritage Area, specifically two buildings on the south side of Wakefield Street – Anvil House (138 Wakefield Street) and the Civic Chambers (25 Cuba Street).*

### Design Guide

*The Design Guide for the area contains one objective:*

*O1.1 To maintain and enhance the values of this area, and its special civic status, by protecting the special configuration of the public space, and protecting and conserving its heritage buildings.*

*The associated guidelines are mostly related to the management of effects on the square itself. The guidelines at least partly relevant to the MFC car park site are as follows:*

*G1.3 Maintain and enhance the relatively low scale and relationship of existing buildings to the square.*

*G1.7 Maintain views into, around, and from the square.*

*G1.8 Maintain the openness and access to sunlight in the square.*

*G1.10 Consider the possibility of uncovering archaeological material when any earthworks or subsurface investigation are planned.*

*The design guide identifies two development opportunities within the area, one of which is the MFC car park. Of this site, the design guide states:*

*The Michael Fowler Centre carpark is located on the south eastern tip of the heritage area. Being at the eastern end of the heritage area its principle (sic) relationship is with the Michael Fowler Centre, a building that has, over its life, developed landmark qualities. The height limits specified will provide for the development of the carpark site at a scale that will help to retain the landmark value of the Michael Fowler Centre.*

*The absolute maximum height limit specified is 27 metres.*

### Summary of Effects

*It should be noted that the site proposed for development is mostly blocked – visually – from the rest of the heritage area by the MFC. It is difficult to see anything other than the top of the former Wellington City Council Administration Building from the car park, although obviously much more would be visible from the upper floors of the new building. Likewise, the new building will be not be very visible from the square itself except from the western end and from elevated locations within buildings. So, the preponderance of any effects will be on the MFC, the*

## *Cuba Street Heritage Area and the John Chambers Building.*

### *Civic Centre Heritage Area*

*The siting, arrangement and design of the building will have no more than a modest effect on the Civic Centre Heritage Area. Specifically, it will be sufficiently removed from the MFC to give the latter the space to retain its status, with the sense of separation enhanced by the cantilevered form of the western portion of the building and the open space beneath. The tripartite arrangement and appearance of the new building will also not detract from the MFC in any substantial way.*

*However, the proposed height of the middle portion of the building (the 'lantern') at 36 metres is problematic. Not only will this be approximately nine metres in excess of the absolute maximum height allowed in the heritage area, it will make the building significantly taller than the MFC, something which the design guide was written to expressly avoid. At present, the lantern is too high and will need to be reduced in height. A possible alternative – although this would have to be judged on its own merits and it would still be subject to the limit defined in the design guide – would be to move at least some of that additional height to the eastern portion and further away from the MFC.*

*In the light of this, Willis Bond's intention to explore adding more floors to the proposal (two options have been tentatively raised) will not be acceptable from a heritage perspective.*

*One other matter that should be considered is the choice of colours for the building (and its constituent parts). These will have a significant influence on the building's appearance, and, given the somewhat monochromatic appearance of the MFC, these colours should be chosen carefully to avoid overwhelming the latter.*

### *John Chambers Building*

*The setting of the John Chambers Building should not be significantly affected by the location and scale of the proposed building. Not only will the new building be set back on its site, the two buildings will be approximately 40 metres apart and separated by the road (and traffic) and the pohutukawa on the east side of the site.*

### *Cable Street Heritage Buildings*

As with the John Chambers Building, the distance between the new building and the precinct of heritage buildings on Cable Street, plus the presence of traffic, traffic islands and trees, combine to make the likely effects on that group slight at the most.

### *Cuba Street Heritage Area*

*The setting of the two closest buildings in the Cuba Street Heritage Area, Anvil House and Civic Chambers, will be affected by the location and scale of the new building. The new building will be a larger structure than either and its presence will change the density and raise the general height of buildings in the area. However, given the existing height of the two buildings, the effect should not be significant."*

### **Traffic:**

The Council's Team Leader, Transport Consents, Anbu Pungiah, has reviewed the development plans and makes the following comments:

- The applicant must submit a detailed Traffic Impact Assessment. This should include parking, loading and servicing requirements, pedestrian connection, road safety and changes to road reserve.
- The new vehicle crossing will not be supported due to reverse manoeuvring. The applicant must investigate other options or provide justification as to why this is the only option including mitigation measures to ensure safety of all road users. The proposed reverse

manoeuvring onto Wakefield Street will not be supported.

- The proposal should have a loading area and it must be easily accessible. The expected demand for the loading area should be explained in detail.
- The cross section of the proposed waterfront connection must be shown. Does it intersect with driveway?
- The proposed waterfront connection on Jervois Quay and Cable Street must be staged. This is to ensure pedestrians get proper phasing during the traffic light signal operation. WCC Transport Signals team must review these plans during the application stage.
- All dimensions must be marked on the plan for car parks provided including the aisle width. The proposal must have accessible car park. The development cannot rely on street carparks as these may be removed in the future to accommodate a cycle lane.
- The pedestrian connection between Cuba Street and the waterfront must be assessed further. Raised crossing could be considered.
- The existing refuge island on Wakefield Street between Opera House Lane and proposed waterfront connection must be retained.
- There is no confirmed design for MRT on Jervois Quay. But I checked with LGWM Principal Advisor and confirmed that there is no MRT stop proposed close to this proposed waterfront connection.
- The proposal has kerb changes on Wakefield Street. This should be clarified. What is the reason behind changing the kerb line?
- The proposal will remove the pedestrian bridge on Wakefield Street.
- The proposal will have changes to WCC street infrastructure (Bus shelter, street light, seat/chair, signs etc.). The applicant must explain in detail about these changes to the street infrastructure. Street lighting team will assess and provide feedback regarding proposed new street light on Wakefield Street.
- Wakefield Street is no longer public transport route. So, this space could be used to promote other modes of transport (taxi stand, car share, loading area, temporary bus bay) as part of this development.
- The existing vehicle crossing and driveway could be redesigned to accommodate pedestrian connection. Tracking curves should be provided. This will help us review the modified vehicle crossing and driveway.

### **Wellington Water:**

Wellington Water was not present at the meeting, however the applicant confirms they have spoken to Wellington Water separately. The on-site flooding risk is the reason for the raised retail space.

### **Next Steps:**

- Incorporate the advice discussed above and revise the proposed design.
- Obtain Wind Report.
- Obtain a DSI for the site.
- Submit amended plans for consideration / come in for a second meeting.
- A second pre-application meeting is recommended. Although it noted that the applicant has plans to lodge an application before the end of the calendar year.

## **PREPARING YOUR APPLICATION**

### **Preparing an AEE:**

To apply for a resource consent, you will need to complete an Application for Resource Consent. This form also provides a checklist of the information that should be submitted with your

application (where applicable). This is available at:

<https://forms.wellington.govt.nz/s3/Resource-Consent-Application>

An Assessment of the Environmental Effects (AEE) needs to be submitted with a resource consent. The AEE should include the information set out at Chapter 3 of the District Plan and discuss all the actual and potential effects on the environment arising from this proposal and an assessment of the relevant objectives and policies. These are available at:

<https://wellington.govt.nz/your-council/plans-policies-and-bylaws/district-plan/eplan>

The amount of detail provided must reflect the nature and scale of the development and its likely effects.

The Ministry for Environment provide an example of an AEE, which is available via the following link:

<https://environment.govt.nz/publications/a-guide-to-preparing-a-basic-assessment-of-environmental-effects/>

You may find useful information about your property at the Council Archives, phone 04 801-2096 or at the following link:

<http://wcc.govt.nz/your-council/archives>

You can find out if your property is within an area with a rainfall flood risk at the following link:

[Rainfall flood risks in Wellington City \(arcgis.com\)](#)

### **Information to include with the application:**

- The information set out at Chapter 3 of the District Plan.
- A copy of the Record(s) of Title (dated within the last 3 months).
- Copies of any right of way, easement or consent notice documents on the Record(s) of Title.
- A clear description of all parts of the proposal with all breaches of the District Plan standards clearly highlighted on the plans.
- An assessment of what the proposal does and does not comply with; ideally a table showing the permitted standards and rules and whether the proposal complies with these requirements.
- An Assessment of Environmental Effects (AEE) including, but not limited to, an assessment of the effects of the proposal, with particular regard to the matters noted above.
- An assessment against the Central Area Design Guide.
- A Landscaping Plan
- An assessment against the relevant objectives and policies of the District Plan.
- An assessment against the provisions of Part 2 of the RMA.
- An assessment against the NES for Assessing and Managing Contaminants in Soil to Protect Human Health, including a DSI.
- An Earthworks Plan if there will be any earthworks that require resource consent (refer to Chapter 30 of the District Plan). This should show the extent of the earthworks, the cut area(s) and cut height(s), the fill area(s) and depth(s) and the retaining walls of batters.
- Any correspondence with the parties that have been identified below (eg HNZPT, Iwi)
- A wind assessment.

## OTHER APPROVALS THAT MAY BE REQUIRED FOR THIS PROPOSAL

Approval type	✓	Required if proposal includes:
Amalgamation (LINZ)		<ul style="list-style-type: none"> <li>- Amalgamating (joining) two or more sites as part of a subdivision application.</li> </ul> <p>The planner will seek this on your behalf once the application has been lodged.</p>
Authority to Modify (archaeology) from Heritage New Zealand Pouhere Tāonga	✓	<ul style="list-style-type: none"> <li>- Buildings, objects or areas in the HNZPT register</li> <li>- Archaeological sites (evidence of pre-1900 human activity)</li> <li>- To find out more go to <a href="http://heritage.org.nz">heritage.org.nz</a>.</li> </ul>
Building Consent	✓	<ul style="list-style-type: none"> <li>- Any construction works will require a building consent, unless specifically exempted by Schedule One of Building Act 2004. See also: <a href="http://building.govt.nz/projects-and-consents/planning-a-successful-build/scope-and-design/check-if-you-need-consents/building-consent-exemptions-for-low-risk-work/schedule-1-guidance/">building.govt.nz/projects-and-consents/planning-a-successful-build/scope-and-design/check-if-you-need-consents/building-consent-exemptions-for-low-risk-work/schedule-1-guidance/</a> and <a href="http://building.govt.nz/projects-and-consents/apply-for-building-consent/">building.govt.nz/projects-and-consents/apply-for-building-consent/</a>.</li> </ul> <p>If the following situations apply, please discuss with the building team early as it may impact on design and layout:</p> <ul style="list-style-type: none"> <li>- Building works in flood hazard zones.</li> <li>- Infill housing or non-greenfield subdivision where 3m + wide clear exit to street isn't provided (fire safety).</li> </ul>
Corridor Access Request and a temporary Traffic Management Plan	✓	<ul style="list-style-type: none"> <li>- Construction works involving the legal road corridor (berms and/or formed road).</li> <li>- Temporary closure of road.</li> </ul> <p>To find out more go to <a href="http://wcc.govt.nz/services/parking-and-roads/road-works/work-on-the-roads">wcc.govt.nz/services/parking-and-roads/road-works/work-on-the-roads</a>.</p> <p><b>Construction Hoardings:</b> The Council has launched a pilot 'Creative Hoardings' programme, which has been designed to enliven building sites and celebrate creativity across the city and we encourage you to consider using this programme during the construction phase.</p> <p>Creative hoardings present opportunities for artists and property developers to contribute to the revitalisation of the city. Local artists, Gabby O'Connor, Ariki Brightwell, Ruth Thomas-Edmond and Telly Tuita have been commissioned to design artworks for hoarding. Their work can be downloaded from the Creative Hoardings Library on the Council's website, printed and installed on hoarding. For more information visit the Council's website or contact the City Arts and Events Team, email: <a href="mailto:arts@wcc.govt.nz">arts@wcc.govt.nz</a>.</p>
Greater Wellington Regional Council	✓	<ul style="list-style-type: none"> <li>- Where de-watering is necessary</li> <li>- Large scale earthworks</li> <li>- Disturbing waterbodies, e.g. bridges, culverts, structures in Coastal Marine Areas.</li> <li>- To find out more go to <a href="http://gw.govt.nz">gw.govt.nz</a></li> </ul>
Health		<ul style="list-style-type: none"> <li>- Selling food or alcohol.</li> <li>- Creating potential nuisance to neighbours (e.g. smoke, odour over boundary).</li> <li>- Furniture on footpath.</li> <li>- Animal boarding houses.</li> <li>- Hairdressers.</li> <li>- Other health licences may also be required, to find out more go to <a href="http://wcc.govt.nz/services/consents-and-licences/health-registration">wcc.govt.nz/services/consents-and-licences/health-registration</a></li> </ul>
Land Owner Approval /		<ul style="list-style-type: none"> <li>- Construction of private structures or exclusive use</li> </ul>

Encroachment Licence		<p>under, on or over legal road.</p> <ul style="list-style-type: none"> <li>- Impacts Council infrastructure assets (such as retaining walls, public footpath, traffic or street lights).</li> <li>- Impacts land support (stability).</li> </ul> <p>To find out more go to <a href="http://wcc.govt.nz">wcc.govt.nz</a>, search 'encroachments'.</p> <p><b>To ensure the proposed use of Council land will be approved, we recommend you apply for an encroachment licence as soon as possible.</b></p>
Parks, Sport and Recreation	✓	<ul style="list-style-type: none"> <li>- Occupying Council reserve / parks.</li> <li>- Using Council reserve / parks for temporary access.</li> <li>- Working within the vicinity of trees within the legal road corridor, where the work may cause damage to the tree or roots.</li> <li>- Removing vegetation from legal road corridor.</li> <li>- Construction adjacent to reserve / parks land where the works create a District Plan non-compliance along the shared boundary.</li> <li>- To find out more go to <a href="http://wcc.govt.nz/recreation/enjoy-the-outdoors/parks-and-reserves/access-and-permits">wcc.govt.nz/recreation/enjoy-the-outdoors/parks-and-reserves/access-and-permits</a> or <a href="http://wcc.govt.nz">wcc.govt.nz</a>, search: 'verges policy'. The planner will provide contact details of the manager parks or Council arborist.</li> </ul>
Restrictions on Record of Title (otherwise known as Computer Register or Certificate of Title)	✓	<p>Including:</p> <ul style="list-style-type: none"> <li>- Heritage Covenants (HNZPT)</li> <li>- Consent notices</li> <li>- Building line restrictions</li> <li>- Covenants</li> </ul> <p>To contact Land Information New Zealand (LINZ) for a copy of your title go to: <a href="http://www.linz.govt.nz/land/land-records/order-title">http://www.linz.govt.nz/land/land-records/order-title</a>.</p> <ul style="list-style-type: none"> <li>- The planner will check this when the application is lodged, but it is worthwhile checking early to make sure there are no restrictions that prevent you going ahead with the proposal.</li> </ul>
Waste Collection		<ul style="list-style-type: none"> <li>- For a development of more than 10 units.</li> </ul> <p>To find out more go to: <a href="https://wellington.govt.nz/services/environment-and-waste/rubbish-and-recycling/collection-days/multi-unit-dwellings">https://wellington.govt.nz/services/environment-and-waste/rubbish-and-recycling/collection-days/multi-unit-dwellings</a>.</p>
Wellington Electricity - Close Approach Consent		<ul style="list-style-type: none"> <li>- Structures or construction machinery will be less than 4m from power lines.</li> <li>- Excavation is proposed less than 5m from a power pole.</li> </ul> <p>To find out more go to <a href="http://www.welectricity.co.nz">www.welectricity.co.nz</a>.</p>
Wellington Water	✓	<ul style="list-style-type: none"> <li>- New stormwater, wastewater, or potable water connections.</li> <li>- Works in a flood hazard zone.</li> </ul> <p>To find out more go to <a href="http://wellingtonwater.co.nz">wellingtonwater.co.nz</a>, phone 04 912-4400 or email: <a href="mailto:info@wellingtonwater.co.nz">info@wellingtonwater.co.nz</a>.</p>

## CONSULTATION REQUIREMENTS

You may need to consult with other parties if your activities fall within their area of interest.

Consult with...	✓	Required if the proposal / site...
Building Resilience Team		<ul style="list-style-type: none"> <li>- The building is an earthquake prone building (EQPB)</li> <li>- Email: <a href="mailto:buildingresilience@wcc.govt.nz">buildingresilience@wcc.govt.nz</a></li> </ul>
Heritage New Zealand Pouhere Taonga (HNZPT)		<ul style="list-style-type: none"> <li>- Impacts on a site with buildings/items on the HNZPT Heritage List</li> </ul>
Makara/Ohariu Community Board		<ul style="list-style-type: none"> <li>- Is within the Makara / Ohariu area.</li> </ul>

Mana Whenua (Iwi)	✓	- If works are adjacent to coastline, harbour or other specified areas of significance to iwi. Contact details can be provided by the planner.
New Zealand Transport Authority (NZTA)		- Has a potential impact on a state highway. - If there is a specific requirement in the District Plan that relates to the site.
Transpower		- Has transmission lines running through or in close proximity. - Written approval is required for any proposal within 30m of high voltage lines. - To find out more go to <a href="https://www.transpower.co.nz/keeping-you-connected/landowners-and-developers/safe-separation-distances">transpower.co.nz/keeping-you-connected/landowners-and-developers/safe-separation-distances</a> .
Wellington International Airport (WIAL)		- Is within the Airnoise Boundary and / or - Is within the WIAL designation.
Other		

## DEVELOPMENT CONTRIBUTIONS

Development Contributions apply to this proposal	✓	Contribution towards infrastructure costs. To find out more go <a href="https://www.wcc.govt.nz/services/rates-and-property/property/development-contributions">wcc.govt.nz/services/rates-and-property/property/development-contributions</a>
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Notes prepared by:



**Angela Jones**  
Consultant Planner



**Sally Clarkson**  
Peer Reviewer

Date: 25 November 2021

### **Please note:**

The purpose of the pre-application meeting is to guide you in your resource consent application.

Council staff will offer preliminary views during or following the meeting, based on the information you provide. We will assess your application in detail when you make your full application. The Council may change its view for example if you don't yet have, or don't provide, all of the relevant information. The Council does not make any warranty or assume any legal liability or responsibility for the accuracy, correctness, completeness or use of any information or views we give as part of the pre-application process.

You are responsible for getting your own professional planning and legal advice, and for relying on that advice, when applying for consents, permits or licences.

**You'll be charged \$201.50 per person, per hour for the time the Council officers spend relating to this meeting.** This includes costs associated with preparation for the meeting, meeting attendance and time spent providing notes after the meeting. We'll send an invoice for the meeting and associated costs. Please note that if external experts are required, their costs will be included as a disbursement and the hourly rate may be higher.

We may have to disclose any information you provide to us if another person requests it under the Local Government Official Information and Meetings Act 1987.