
ORDINARY MEETING

OF

REGULATORY PROCESSES COMMITTEE

AGENDA

Time: 09:30am
Date: Wednesday, 15 February 2017
Venue: Committee Room 1
Ground Floor, Council Offices
101 Wakefield Street
Wellington

MEMBERSHIP

Councillor Calvert
Councillor Calvi-Freeman
Councillor Lee
Malcolm Sparrow (Chair)

Have your say!

You can make a short presentation to the Councillors at this meeting. Please let us know by noon the working day before the meeting. You can do this either by phoning 803-8334, emailing public.participation@wcc.govt.nz or writing to Democratic Services, Wellington City Council, PO Box 2199, Wellington, giving your name, phone number and the issue you would like to talk about.

AREA OF FOCUS

The Regulatory Processes Committee has responsibility for overseeing the Council's regulatory functions.

The committee will have responsibility for:

- Resource Management Act (RMA) Commissioners – Approve List and Appointment Guidelines
- Dog Objections and Fencing of Swimming Pools
- Road Stopping
- Temporary Road Closures
- Liquor Ban Bylaw Appeals
- Development Contributions Remissions.
- Approving leases under the “Leases Policy for Community and Recreation Groups”

Quorum: 3 members

TABLE OF CONTENTS
15 FEBRUARY 2017

Business	Page No.
1. Meeting Conduct	5
1.1 Apologies	5
1.2 Conflict of Interest Declarations	5
1.3 Confirmation of Minutes	5
1.4 Public Participation	5
1.5 Items not on the Agenda	5
2. General Business	7
2.1 Proposed Road Stopping - Land Adjoining 12 Essex Street, Aro Valley	7
2.2 Proposed Road Stopping - Land adjoining 43 Huntingdon Street, Northland	15

1 Meeting Conduct

1.1 Apologies

The Chairperson invites notice from members of apologies, including apologies for lateness and early departure from the meeting, where leave of absence has not previously been granted.

1.2 Conflict of Interest Declarations

Members are reminded of the need to be vigilant to stand aside from decision making when a conflict arises between their role as a member and any private or other external interest they might have.

1.3 Confirmation of Minutes

The minutes of the meeting held on 1 September 2016 will be put to the Regulatory Processes Committee for confirmation.

1.4 Public Participation

A maximum of 60 minutes is set aside for public participation at the commencement of any meeting of the Council or committee that is open to the public. Under Standing Order 3.23.3 a written, oral or electronic application to address the meeting setting forth the subject, is required to be lodged with the Chief Executive by 12.00 noon of the working day prior to the meeting concerned, and subsequently approved by the Chairperson.

1.5 Items not on the Agenda

The Chairperson will give notice of items not on the agenda as follows:

Matters Requiring Urgent Attention as Determined by Resolution of the Regulatory Processes Committee.

1. The reason why the item is not on the agenda; and
2. The reason why discussion of the item cannot be delayed until a subsequent meeting.

Minor Matters relating to the General Business of the Regulatory Processes Committee.

No resolution, decision, or recommendation may be made in respect of the item except to refer it to a subsequent meeting of the Regulatory Processes Committee for further discussion.

2. General Business

PROPOSED ROAD STOPPING - LAND ADJOINING 12 ESSEX STREET, ARO VALLEY

Purpose

1. To recommend that the Council stops and sells approximately 50m² (subject to survey) of unformed legal road adjoining 12 Essex Street, Aro Valley (shown outlined red in Attachment 1).

Summary

2. The owner of 12 Essex Street, Aro Valley has applied to purchase the area outlined in red in Attachment 1 (the Land).
3. This residential property is located near the end of Essex Street, being a short cul-de-sac.
4. Utility providers, and the Council's internal business units, have been consulted. All support the proposal subject to standard conditions (where applicable).
5. Initial consultation letters have been sent to five immediate neighbours. At the time of writing this report no replies have been received.
6. If the Council approves officers' recommendation then public notification will commence. Neighbours and any other member of the public will then have the opportunity to make a submission.

Recommendations

That the Regulatory Processes Committee:

1. Receives the information.
2. Recommends to the Council that it:
 - a) Declares that approximately 50m² (subject to survey) of unformed legal road land in Essex Street, Aro Valley, shown outlined red on Attachment 1 (the Land), and adjoining 12 Essex Street (being Lot 3 DP 1178 CFR WN469/274) is not required for a public work and surplus to Council requirements.
 - b) Agrees to stop the legal road and dispose of the Land referred to above.
 - c) Declares that approximately 1m² (subject to survey) of unformed legal road land in Essex Street, Aro Valley, highlighted blue on Attachment 1 and adjoining 12 Essex Street (being Lot 3 DP 1178 CFR WN469/274) is not required for road.
 - d) Agrees to stop approximately 1m² (subject to survey) of unformed legal road (highlighted blue on Attachment 1) for use as an isolation strip.
 - e) Delegates to the Chief Executive Officer the power to conclude all matters in relation to the road stopping and disposal of the Land, including all legislative matters, issuing relevant public notices, declaring the road stopped, negotiating the terms of sale or exchange, impose any reasonable covenants, and anything else necessary.

3. Notes that if objections are received to the road stopping, and the applicant wishes to continue, a further report will be presented to the Regulatory Processes Committee for consideration.

Background

7. The Land slopes upwards from the formed carriageway lying between a public footpath raised above Essex Street and the applicant's property. It contains trees, vegetation and a fence constructed of masonry and timber. (View from Essex Street in Attachment 2).
8. Should the road stopping proposal be successful the Land would be amalgamated with 12 Essex Street.
9. The applicant is interested in purchasing the Land as they intend to extend their existing house and create off-street parking.

Discussion

10. Road Stopping is provided for under Sections 319(h) and 342(1)(a) of the Local Government Act 1974 (LGA).
11. The Council, under section 40 of the Public Works Act 1981 (PWA), 'shall endeavour' to dispose of any land not required for the public work for which it was taken, and which is not required for any other public work.
12. Advisors from Council's Transport Team have confirmed the Land is not required for future road widening or public access purposes. They support the proposal subject to legal road width of 12 metres being retained. This width is consistent with the remainder of the street. An isolation strip would be required on the extension of the 12/14 Essex Street side boundary as shown blue on the attached aerial.
13. Relevant Council business units have been consulted and none wish to retain the Land.
14. As is normal practice in the early stages of the road stopping process Officers have written to the owners of five nearby properties notifying them that Council had received this road stopping application. At the time of preparing this report no response had been received, these owners will be consulted again when the formal public consultation is carried out later in the road stopping process.
15. If Council approves the above, officers will establish whether any offerback obligations under section 40 of the Public Works Act 1981 exist.

Options

16. The alternative to undertaking the road stopping is to retain the Land as unformed legal road. In the long term this will incur maintenance and retention costs on land that Council no longer requires for operational purposes.

Next Actions

17. Conclude an investigation in accordance with s40 PWA.
18. Initiate the public notification process.
19. Prepare a survey plan and Sale and Purchase contract.

Attachments

Attachment 1. Aerial Page 12
Attachment 2. View from street Page 13

Author	Paul Davidson, Property Advisor
Authoriser	Tracy Morrah, Property Services Manager Peter Brennan, Manager Property David Chick, Chief City Planner

SUPPORTING INFORMATION

Engagement and Consultation

Community

In August 2016 letters were sent to five immediate neighbours of the land proposed to be stopped. At the time of writing this report no replies had been received.

Utility Providers and Council Business Units

The applicant is obliged to obtain comments from utility providers prior to submission of the application. This has taken place and none have objected to the road stopping or have imposed any conditions relating to creating easements.

Several relevant Council business units were consulted in addition to Transport Planning - Parks, Sport and Recreation, Transport, District Plan Policy, Planning, Vehicle Access, Urban Design and Heritage. None objected to the road stopping.

City Planning and Design supported on the condition that the approximately 50m² parcel of road to be stopped adjoining 12 Essex Street is to be amalgamated with that property.

Officers have written to the owners of nearby properties. At the time of writing this report no response had been received. These owners will be consulted again when the formal public consultation is carried out later in the road stopping process.

Treaty of Waitangi considerations

Iwi groups have not been consulted. The land is not located in a Māori Precinct, or other area identified as significant to Māori. The land is not being disposed on the open market, and will not become a standalone allotment (amalgamation is proposed).

Financial implications

There are no significant financial considerations related to this recommendation. Any costs associated with the disposal of the Land are borne by the applicant or subtracted from sale proceeds per the 2011 cost sharing initiative.

In August 2011 a new cost sharing incentives for road stoppings were approved by Council. The rebate amount is determined at the end of the road stopping process when all of the costs are known.

Policy and legislative implications

The recommendations of this report are consistent with policies of the Council; the road stopping is also being undertaken in accordance with legislative requirements.

This is not a significant decision. This report sets out the Council's options under the 2011 Road Encroachment and Sale Policy.

This proposed road stopping has no significant impact on the Long Term Plan.

Risks / legal

The road stopping process is consistent with legislative, and the Council's requirements.

Any legal agreement, or action in the Environment Court, will be overseen by the Council's lawyers.

Climate Change impact and considerations

There are no climate change implications for this road stopping.

Communications Plan

Public consultation in accordance with the Tenth Schedule of the LGA will be carried out later in the road stopping process.

Health and Safety Impact considered

Officers are not aware of any negative health and safety impacts relating to this proposal.

Proposed road stopping area



View of 12 Essex Street from Essex Street



PROPOSED ROAD STOPPING - LAND ADJOINING 43 HUNTINGDON STREET, NORTHLAND

Purpose

1. To recommend that the Council stops and sells approximately 70m² (subject to survey) of unformed legal road adjoining 43 Huntingdon Street, Northland (shown in attachment 1).

Summary

2. The owner of 43 Huntingdon Street, Northland, has applied to purchase the area outlined in red in Attachment 1 (the Land).
3. This residential property is located in the middle of Huntingdon Street, being a long cul-de-sac.
4. Utility providers, and the Council's internal business units, have been consulted. All support the proposal subject to standard conditions (where applicable).
5. Initial consultation letters have been sent to five adjacent neighbours of the road stopping.
6. If the Council approves officers' recommendation then public notification will commence. Neighbours and any other member of the public will then have the opportunity to make a submission.

Recommendations

That the Regulatory Processes Committee:

1. Receives the information.
2. Recommends to the Council that it:
 - a) Declares that approximately 70m² (subject to survey) of unformed legal road land in Huntingdon Street, Northland, shown outlined red on Attachment 1 (the Land), and adjoining 43 Huntingdon Street (being Lot 109 DP 20263 CFR WNWNE2/261) is not required for a public work and surplus to Council's requirements.
 - b) Agrees to stop the legal road and dispose of the Land referred to above.
 - c) Declares that approximately 1m² (subject to survey) of unformed legal road land in Huntingdon Street Northland, highlighted blue on Attachment 1 and adjoining 43 Huntingdon Street (being Lot 109 DP 20263 CFR WNWNE2/261) is not required for road.
 - d) Agrees to stop approximately 1m² (subject to survey) of unformed legal road, highlighted blue on Attachment 1 for use as an isolation strip.
 - e) Delegates to the Chief Executive Officer the power to conclude all matters in relation to the road stopping and disposal of the Land, including all legislative matters, issuing relevant public notices, declaring the road stopped, negotiating the terms of sale or exchange, impose any reasonable covenants, and anything else necessary.
3. Notes that if objections are received to the road stopping, and the applicant wishes to continue, a further report will be presented to the Regulatory Processes Committee for

consideration.

Background

7. The Land is not currently subject to an encroachment licence. It slopes down from the formed carriageway, containing grass, small shrubs and trees (attachment 2).
8. Should the road stopping proposal be successful the Land would be amalgamated with 43 Huntingdon Street.
9. The applicant is interested in purchasing the Land to increase subdivision options.

Discussion

10. Road Stopping is provided for under Sections 319(h) and 342(1)(a) of the Local Government Act 1974 (LGA).
11. The Council, under section 40 of the Public Works Act 1981 (PWA), 'shall endeavour' to dispose of any land not required for the public work for which it was taken, and which is not required for any other public work.
12. Advisors from Council's Transport Team have confirmed the Land is not required for future road widening or public access purposes. They have supported the proposal subject to retention of a minimum road area of eighteen metres in front of the applicant's property, with an isolation strip on the extension of the 43/45 Huntingdon Street side boundary.
13. Relevant Council business units have been consulted with and none wish to retain the Land.
14. As is normal practice, in the early stages of the road stopping process Officers have written to the owners of five nearby properties notifying them that Council had received this road stopping application. At the time of writing this report only one reply had been received with that party having no issue with the proposal. These five owners will be consulted again when the formal public consultation is carried out later in the road stopping process.
15. If Council approves the above, officers will establish whether any offerback obligations under section 40 of the Public Works Act 1981 exist.

Options

16. The alternative to undertaking the road stopping is to retain the Land as unformed legal road. In the long term this will incur maintenance and retention costs on land that Council no longer requires.

Next Actions

17. Conclude an investigation in accordance with s40 PWA.
18. Initiate the public notification process.
19. Prepare a survey plan and Sale and Purchase contract.

Attachments

Attachment 1. Aerial

Page 20

Attachment 2. View from street

Page 21

Author	Paul Davidson, Property Advisor
Authoriser	Tracy Morrah, Property Services Manager Peter Brennan, Manager Property David Chick, Chief City Planner

SUPPORTING INFORMATION

Engagement and Consultation

In July 2016 letters were sent to five adjacent neighbours of the land proposed to be stopped. At the time of writing this report only one reply had been received with that party having no issue with the proposal.

Utility Provider and Council Business Units

The applicant is obliged to obtain comments from utility providers prior to submission of the application. None have objected to the road stopping or have imposed any conditions relating to creating easements.

Several relevant Council business units were consulted in addition to Transport Planning: None objected to the road stopping. City Planning and Design advised the proposal would result in new front yard setback requirements being introduced on the applicant's property, and on 36 and 38 Huntingdon St due to the introduction of a front yard set back of between 1.5m and 0 situated on the opposite side of the road. Officers have written to the owners of these properties. At the time of preparing this report one owner had responded and officers had subsequently met with them. They have no issue with the proposal and will be consulted again when the formal public consultation is carried out later in the road stopping process.

Treaty of Waitangi considerations

Iwi groups have not been consulted. The land is not located in a Māori Precinct, or other area identified as significant to Māori. The land is not being disposed on the open market, and will not become a standalone allotment (amalgamation is proposed).

Financial implications

There are no significant financial considerations related to this recommendation. Any costs associated with the disposal of the Land are borne by the applicant or subtracted from sale proceeds per the 2011 cost sharing initiative.

In August 2011 a new cost sharing incentives for road stoppings were approved by Council. The rebate amount is determined at the end of the road stopping process when all of the costs are known.

Policy and legislative implications

The recommendations of this report are consistent with policies of the Council; the road stopping is also being undertaken in accordance with legislative requirements.

This is not a significant decision. This report sets out the Council's options under the 2011 Road Encroachment and Sale Policy.

This proposed road stopping has no significant impact on the Long Term Plan.

Risks / legal

The road stopping process is consistent with legislative, and the Council's requirements.

Any legal agreement, or action in the Environment Court, will be overseen by the Council's lawyers.

Climate Change impact and considerations

There are no climate change implications for this road stopping.

Communications Plan

Public consultation in accordance with the Tenth Schedule of the LGA will be carried out later in the road stopping process.

Health and Safety Impact considered

There are health and safety implications for this road stopping.

Proposed road stopping area



View of 43 Huntingdon Street from Huntingdon Street

