

Notice is hereby given that an ordinary meeting of the Horowhenua District Council will be held on:

Date: Wednesday 8 December 2021
Time: 4.00 pm
Meeting Room: Council Chambers
Venue: 126-148 Oxford St
Levin

Council

OPEN AGENDA

MEMBERSHIP

Mayor	Mr Bernie Wanden	
Deputy Mayor	Mrs Jo Mason	
Councillors	Mr David Allan	
	Mr Wayne Bishop	
	Mr Ross Brannigan	
	Mr Todd Isaacs	
	Mr Sam Jennings	
	Mrs Victoria Kaye-Simmons	
	Mr Robert Ketu	
	Mrs Christine Mitchell	
	Ms Piri-Hira Tukapua	
Reporting Officer	Mr David Clapperton	(Chief Executive)
	Mr Grayson Rowse	(Democracy Advisor)
Meeting Secretary	Miss Jody Lygo	(Democracy Support Officer)

Contact Telephone: 06 366 0999
Postal Address: Private Bag 4002, Levin 5540
Email: enquiries@horowhenua.govt.nz
Website: www.horowhenua.govt.nz

Full Agendas are available on Council's website
www.horowhenua.govt.nz

Full Agendas are also available to be collected from:
Horowhenua District Council Service Centre, 126 Oxford Street, Levin
Te Awahou Nieuwe Stroom, Foxton,
Shannon Service Centre/Library, Plimmer Terrace, Shannon
and Te Takeretanga o Kura-hau-pō, Bath Street, Levin

ITEM	TABLE OF CONTENTS	PAGE
PROCEDURAL		
1	Apologies	5
2	Public Participation	5
3	Late Items	5
4	Declarations of Interest	5
5	Confirmation of Minutes	5
6	Announcements	5
7	Proceedings of Committees	
7.1	Proceedings of the Community Wellbeing Committee 9 November 2021	7
7.2	Proceedings of the Finance, Audit & Risk Committee 24 November 2021	13
REPORTS		
8	Executive	
8.1	Chief Executive's Report to 1 December 2021	17
8.2	Mayoral Report - November 2021	45
9	Customer and Regulatory Services	
9.1	Regulatory Policy Review - Psychoactive Substances Policy / Local Approved Products Policy (LAPP)	49
10	Strategy and Development	
10.1	Streamlined Housing Process	59
11	Procedural motion to exclude the public	141
IN COMMITTEE		
C1	Potential Sale Shannon Waste Transfer Station	141

1 Apologies

2 Public Participation

Due to COVID-19 Alert Level 2 restrictions, this meeting will be held in person; however, members of the public will not be able to attend. The meeting will be livestreamed on Council's Live Meetings page and a screen will be set up in the foyer area of Council's main office for members of the public who wish to watch the meeting, but do not have internet access at home. Guidelines for visiting Council's Customer Service Centres can be viewed on Council's website: <https://www.horowhenua.govt.nz/Council/Council-Meetings>.

Public Participation will be by way of written submission, which will be read out during the meeting. Written submissions will be required by 12 noon on the day of the meeting by email to public.participation@horowhenua.govt.nz

3 Late Items

To consider, and if thought fit, to pass a resolution to permit the Council to consider any further items which do not appear on the Agenda of this meeting and/or the meeting to be held with the public excluded.

Such resolution is required to be made pursuant to Section 46A(7) of the Local Government Official Information and Meetings Act 1987, and the Chairperson must advise:

- (i) The reason why the item was not on the Agenda, and
- (ii) The reason why the discussion of this item cannot be delayed until a subsequent meeting.

4 Declarations of Interest

Members are reminded of their obligation to declare any conflicts of interest they might have in respect of the items on this Agenda.

5 Confirmation of Minutes

5.1 Meeting minutes Council, 24 November 2021

5.2 Meeting minutes In Committee Meeting of Council, 24 November 2021

6 Announcements

Proceedings of the Community Wellbeing Committee 9 November 2021

File No.: 21/508

1. Purpose

To present to the Council the minutes of the Community Wellbeing Committee meeting held on 9 November 2021.

2. Recommendation

- 2.1 That Report 21/508 Proceedings of the Community Wellbeing Committee 9 November 2021 be received.
- 2.2 That the Council receives the minutes of the Community Wellbeing Committee meeting held on 9 November 2021.

3. Issues for Consideration

There are no items that require further consideration.

Attachments



There are no attachments for this report.

Confirmation of statutory compliance

In accordance with section 76 of the Local Government Act 2002, this report is approved as:

- a. containing sufficient information about the options and their advantages and disadvantages, bearing in mind the significance of the decisions; and,
- b. is based on adequate knowledge about, and adequate consideration of, the views and preferences of affected and interested parties bearing in mind the significance of the decision.

Signatories

Author(s)	Sharon Bowling Executive Assistant	
Approved by	Nicki Brady Deputy Chief Executive	

Community Wellbeing Committee

OPEN MINUTES

Minutes of a meeting of the Community Wellbeing Committee held in the Council Chambers, Horowhenua District Council, 126-148 Oxford Street, Levin on Tuesday 9 November 2021 at 1.00 pm.

PRESENT

Chairperson	Cr Victoria Kaye-Simmons	
Deputy Chairperson	Deputy Mayor Jo Mason	
Members	Acting Senior Sgt Paul Adrian	(NZ Police)
	Daniel Gamboa	(Office of Ethnic Communities [DIA])
	Joanne Parker	(Corrections NZ)
	Angela Rainham	(MidCentral DHB)
	Mark Robinson	(Education Horowhenua)
	Margaret Williams	(Older Persons' Network Representative)

IN ATTENDANCE

Reporting Officer	Michelle Rogerson	(Community and Social Development Manager)
Meeting Secretary	Sharon Bowling Nicki Brady	(GM – Communities, Partnerships + Business)

ALSO IN ATTENDANCE

Joann Ransom	(MidCentral District Health Board)
Itayi Mapanda	(Manager Public Health, MidCentral DHB)
Mikayla MacDonald	(MidCentral DHB)
Neil Hirini	(Community Development Advisor)
Teresa Burke	(Community Development Advisor)
Kim Stewart	(Community Development Advisor)

1 Apologies

Apologies were received from Renée Regal, Richard Fry, Brooke Carter, Chiquita Hansen, Betty-Lou Iwikau, and Mayor Wanden. A late apology was received from Jacqui Moynihan.
NOTED

2 Public Participation

No requests for public participation had been received.

3 Confirmation of Minutes

MOVED by Cr Victoria Kaye-Simmons, seconded Angela Rainham:

That the minutes of the meeting of the Community Wellbeing Committee held on Tuesday, 10 August 2021, be confirmed as a true and correct record.

CARRIED

4 Support In-Home Quarantine (SIQ), Joann Ransom, MidCentral DHB

Q&A followed the Powerpoint presentation.

Mark Robinson, representing the college sector, complimented the work of Joann Ransom and the MCDHB team.

Regarding Covid-19 / vaccination information, he cited that students largely obtain information from friends, social media etc. and invariably go down a rabbit hole.

School based health administrators/nurses, who know students best, have been pulled out of schools adding to the plight of good information not being provided/made available to students. He stressed concern about the students as a result. Currently waiting on vaccinations rates of Waiopahu College; Horowhenua College is doing same.

Joann Ransom introduced Itayi Mapanda who responded, explaining that health administrators/nurses had been pulled from local colleges/schools to concentrate on the Covid-19 response. If schools are in high risk areas, the schools will advise and MCDHB/Ministry will respond. Schools/colleges can bring their students to vaccination sites. Itayi will communicate further with Mark offline.

Mark stressed the need of information provision before vaccination. Subsequently he had made direct contact with Tracey White (Muaūpoko Tribal Authority) who is now working for MidCentral DHB and will be conducting a Q&A with students at Waiopahu College.

Jo Mason asked how contact tracing works when someone has had a connection with Covid-19.

Itayi said it is a very tricky situation. When there is a positive case, there is an investigation of that case. Interviewing covers e.g. where the person has been/ the household situation to find the profile to get in touch with all areas. For the contacts, a group of nurses check symptoms and ask questions daily. The Minister of Health makes the decision around isolation requirements. Daily checks assessing health status are conducting to stop spread. If the condition changes, a decision is then made around home or non-home isolation. This is why nurses/health administrators have been removed from schools, e.g. one contact can have 50 cases.

The Powerpoint will be dispatched with the Minutes to CWC members

5 Reports

5.1 Community Wellbeing Report

Purpose

To give an update and overview on the current Community Wellbeing Committee activities, and provide an update on the district wide Community Development work programme that directly contributes to the outcomes of the Community Wellbeing Framework.

MOVED by Cr Victoria Kaye-Simmons, seconded by Deputy Mayor Jo Mason:

THAT Report Community Wellbeing Report be received.

THAT this matter or decision be recognised as not significant in terms of s76 of the Local Government Act 2002.

Reporting Officer, Michelle Rogerson, requested that the report be taken as read.

The Reporting officer provided an update on the On-Board Skate programme – Taitoko Vibes – a weekly Wednesday drop in session throughout November for youth at the Levin Skate Park / Village Green. The event will provide opportunity to engage with youth about what they want.

Teresa Burke was introduced to the Committee as the new Community Development Advisor, who will be coordinating Taitoko Vibes. An invitation was extended to the CWC for the inaugural event taking place this Wednesday.

6 Announcements

The Chair announced that this is Nicki Brady's last CWC meeting as she has resigned from HDC; acknowledging her incredible time and effort dedicated to the Community Wellbeing Committee.

The Committee was also informed of Margaret Williams' decision to retire from her roles within the community, this being her last CWC meeting also. Margaret was gifted an orchid in acknowledgement of her dedication on the Committee.

Margaret said a few words with her signature humour. She was sorry to be standing down, a very hard decision but the time had arrived; adding that she would like to attend future CWC meetings as member of the public.

7 Stakeholder Engagement

The Chair again thanked the members of the CWC for engaging in the 1:1s. The conversations, which covered a raft of topics, clearly indicated that the Community Wellbeing Committee meetings are essential, however the current structure is not working as well as it could / should be.

As such the Chair proposed a recommendation: *THAT the February 2022 CWC meeting be a workshop, to decide what the Community Wellbeing Committee structure looks like.*

Mark Robinson spoke to the motion tabled. Having engaged in the stakeholder 1:1, he commented on the local power in the room/around the table and that the Community Wellbeing Committee harness this. He suggested the Committee find an opportunity to review/revisit previous structure(s) as a platform to develop a new one.

The Chair then moved that the February 2022 workshop would be for CWC stakeholders/ members only and that the meeting will not be open to the public.

MOVED by Cr Victoria Kaye-Simmons, seconded by Deputy Mayor Mason:

THAT the February 2022 workshop be for participation of CWC stakeholders/members only and that the workshop will not be open to the public.

CARRIED

Citing the Horowhenua as her community and one she strongly cares about, Nicky Brady stressed that those who sit around the table are the people who understand best of what is going on in the community – their voice. She said it is crucial to get to the voices Council are not hearing. Nicki thanked all CWC members, describing them as brave and courageous in what they do – and for giving their time/dedication to date; and that the Committee continue to be so in the February workshop, and wished them all the best in that process. Council needs to hear from the Community Wellbeing Committee, and support what the hear from the Committee.

8 Pokohiwi ki te pokohiwi – Shoulder to shoulder

Mark Robinson (Education Horowhenua) – currently working through staffing re vaccination of staff/teaches, which is high for Waiopahu College. Acknowledged the amazing work of Nicki Brady and the Community Development team as Council, employees and counsellors for our young people; love the connection Council has with the community, a real strength of the Horowhenua. As a growing community, the vibes are good. Roll on 90% and the traffic light system!

Paul Adrian (NZ Police) – Prevention Manager seconded for Horowhenua; also iterated that the CWC is an important group – well done everyone.

Angela Rainham (MidCentral DHB) – Introduced Mikayla MacDonald (local to Horowhenua) who is now working with Angela on community engagement.

Covid-19 vaccinations to date: MCDHB 88% first dose, 77% full; Horowhenua 87% first doses, 3768 still eligible for vaccination 12+ (demographic: primary under 40 years of age); Currently waiting on age break down, which will be emailed to the Meeting Secretary once received to distribute to the CWC.

At the time of reporting, MDHB-led vaccination clinics around the rohe this week included Hinemoa House; Horowhenua Events Centre; Flagstaff Reserve (Foxton Beach); Te Waioa (Shannon); and Berry's Health Care Pharmacy.

Report on new project due out soon re services to better support for whanau and pēpi in their first 1000 days of life.

Angela is keen on any engagement to hook into (e.g. youth events) and other hui that DHB could benefit.

Daniel Gamboa (Office of Ethnic Communities, IDA) – Thanked the Chair and Reporting Officer for holding the stakeholder 1:1s, taking the time to listen which he found empowering. Looks forward to the February workshop. Main focus currently is the vaccination numbers in the various ethnic community groups (African + Latin American are the lowest vaccinated). Working with both the Ministry of Health and local DHB to increase vaccination rates.

Joanne Parker (Corrections NZ) – Introduced herself to the Committee, works in Probation. Under the new legislation anyone that needs to enter a prison facility must be vaccinated – including staff – with a predication of loss of staff as a result. She added that prisoners go into quarantine before entering general population and that prisoner uptake of vaccination is quite good.

Jo Mason (Deputy Mayor) – acknowledged the comments around the table that ‘localism’ is what matters. Thanked the Committee and acknowledged the value and contribution they made to the Horowhenua district.

In closing the Chair acknowledged the dedication and passion of all agencies/stakeholders on the CWC. She is excited and hopeful about the workshop in February 2022. Wished all a lovely Christmas and New Year. Thanks extended again for attendees participation, especially the new members.

2:30 pm

There being no further business, the Chairperson declared the meeting closed.

CONFIRMED AS A TRUE AND CORRECT RECORD
AT A MEETING OF COMMUNITY WELLBEING
COMMITTEE HELD ON

DATE:.....

CHAIRPERSON:.....

Proceedings of the Finance, Audit & Risk Committee 24 November 2021

File No.: 21/511

1. Purpose

To present to the Council the minutes of the Finance, Audit & Risk Committee meeting held on 24 November 2021.

2. Recommendation

- 2.1 That Report 21/511 Proceedings of the Finance, Audit & Risk Committee 24 November 2021 be received.
- 2.2 That the Council receives the minutes of the Finance, Audit & Risk Committee meeting held on 24 November 2021.

3. Issues for Consideration

There are no items that require further consideration.

Attachments



There are no attachments for this report.

Confirmation of statutory compliance

In accordance with section 76 of the Local Government Act 2002, this report is approved as:

- a. containing sufficient information about the options and their advantages and disadvantages, bearing in mind the significance of the decisions; and,
- b. is based on adequate knowledge about, and adequate consideration of, the views and preferences of affected and interested parties bearing in mind the significance of the decision.

Signatories

Author(s)	Jacinta Straker Chief Financial Officer	
Approved by	Nicki Brady Deputy Chief Executive	

Finance, Audit & Risk Committee

OPEN MINUTES

Minutes of a meeting of the Finance, Audit & Risk Committee held in the Council Chambers, Horowhenua District Council, Levin on Wednesday 24 November 2021 at 4.00 pm.

PRESENT

Chairperson	Mr P Jones	(Independent – Via Zoom)
Deputy Chairperson	Mrs C B Mitchell	(Councillor)
Members	Mr D A Allan	(Councillor)
	Mr W E R Bishop	(Councillor)
	Mr R J Brannigan	(Councillor)
	Mr T N Isaacs	(Councillor)
	Mr B J Jackson	(Independent)
	Mr S J R Jennings	(Councillor)
	Mrs V M Kaye-Simmons	(Councillor)
	Mr R R Ketu	(Councillor)
	Mrs J F G Mason	(Deputy Mayor)
	Ms P Tukapua	(Councillor)
	Mayor B P Wanden	(Mayor)

IN ATTENDANCE

Reporting Officer	Mrs J Straker	(Chief Financial Officer)
	Mr D M Clapperton	(Chief Executive)
	Mrs N Brady	(Deputy Chief Executive)
	Mr D McCorkindale	(Group Manager – Customer & Strategy)
	Mr B Maguire	(Group Manager – Infrastructure Development)
	Mrs L Slade	(Group Manager – People & Culture)
	Mr J Paulin	(Financial Accountant)
	Mrs A Crawford	(Water & Waste Services Manager)
	Mrs A Huria	(Business Performance Manager)
	Mr G Rowse	(Principal Advisor – Democracy)
	Miss J Lygo	(Meeting Secretary)

1 Apologies

There were no apologies.

2 Public Participation

There was no public participation.

3 Late Items

There were no late items.

4 Declarations of Interest

There were no Declarations of interest.

5 Confirmation of Minutes

MOVED by Cr Isaacs, seconded Cr Allan:

THAT the minutes of the meeting of the Finance, Audit & Risk Committee held on Wednesday, 27 October 2021, be confirmed as a true and correct record.

CARRIED

6 Reports

6.1 Draft Annual Report for the year ended 30 June 2021

The Draft Annual Report for the year ended 30 June 2021 was presented to the committee for their review.

MOVED by Cr Jennings, seconded Cr Allan:

THAT Report 21/488 Draft Annual Report for the year ended 30 June 2021 is received.

THAT this matter or decision be recognised as not significant in terms of s76 of the Local Government Act 2002.

CARRIED

The Chief Financial Officer spoke and advised that, subject to audit clearance the report will go to Council for adoption on the 8th of December 2021.

6.2 Four Month Report 1 July 2021 - 31 October 2021

The Financial report for the four months to 31 October 2021 was presented to the Finance, Audit & Risk Committee.

MOVED by Cr Jennings, seconded Cr Brannigan:

THAT Report Four Month Report 1 July 2021 - 31 October 2021 be received.

THAT this matter or decision be recognised as not significant in terms of s76 of the Local Government Act 2002.

CARRIED

The Chief Financial Officer spoke to the report and answered Councillors questions.

6.3 FAR Committee - Actions

Progress on actions were reported back to the Finance, Audit & Risk Committee.

MOVED by Cr Bishop, seconded Cr Kaye-Simmons:

THAT Report 21/485 FAR Committee - Actions be received.

THAT this matter or decision be recognised as not significant in terms of s76 of the Local Government Act 2002.

CARRIED

The report was taken as read. Delegations work stream was added as an action point.

4:31 pm

There being no further business, the Chairperson declared the meeting closed.

CONFIRMED AS A TRUE AND CORRECT RECORD
AT A MEETING OF FINANCE, AUDIT & RISK
COMMITTEE HELD ON

DATE:.....

CHAIRPERSON:.....

Chief Executive's Report to 1 December 2021

File No.: 21/502

1. Purpose

For the Chief Executive to update Councillors, or seek endorsement on, a number of matters being dealt with.

2. Recommendation

- 2.1 That Report 21/502 Chief Executive's Report to 1 December 2021 be received.
- 2.2 That these matters or decisions be recognised as not significant in terms of s76 of the Local Government Act 2002.
- 2.3 That the Council receives the Waikawa Beach Vehicular Access petition.

3. Chief Executive Updates

3.1 Quarterly Economic Monitor

The September Horowhenua District Quarterly Economic Monitor is **attached**.

3.2 Gladstone Road Realignment

Work has started on the Gladstone Road Realignment. Due to constrained construction timeframes, works are progressing using the dayworks rates which were agreed for the temporary access track. This arrangement will be replaced by formal project contracts which are currently under negotiation.

Work is focused on completing the eastern side of the project prior to Winter 2022, to enable the new Eastern Bridge to be operational, and allow the removal of the battery ford and causeway.

The work currently underway is the construction of erosion and sediment controls, which will enable the earthworks to continue while preventing sediment runoff into waterways.



3.3 Annual Reseal Programme

The annual reseal programme is well underway, all but two of the rural sites are completed and the contractor will be starting the urban roads shortly. We have currently completed 50% of the 2021/22 programme and are on track to finish the entire programme by Christmas, weather dependent.



3.4 Community Assistance - Vaccination Passes

Since the implementation of the 'My Covid Pass' the Library and Community Centres team have noticed an increased amount of people coming into community centres to ask for assistance and advice about the process for obtaining a covid vaccination passes.

Downloading a pass is difficult for people who don't have access to a smart-phone, computer or a unique e-mail address, which are required to set up a My Covid Record account. The team were quick to respond to this, within one day our Digital Inclusion Coordinator and the librarian for Services to Older Persons, set up a help desk and used their expertise to produce help sheets, train the rest of the team and calmly and efficiently problem solve any issues.

Over the first five days of providing this service, staff assisted over 600 people. The feedback from the community has been excellent, with many feeling a huge sense of relief that they now have evidence of their vaccination status.

3.5 Petition from the Waikawa Residents

The Waikawa Beach Community has a single access to Waikawa Beach over privately owned land at the bottom of Manga Pirau Street. On regular occasions the Waikawa Stream diverts southwards undercutting vehicular access to the beach. In the most recent diversion event, unknown members of the community took the unilateral decision of carving out an additional track on the private land concerned, to facilitate beach access for the community. This was without the agreement of the private landowner concerned. This led to the owners asking

Council officers to install a number of concrete blocks to prevent access. The blocks currently remain in place.

A petition has been sent to the Mayor containing approximately 160 signatures from community members asking for a new vehicle track to be established over Council owned land at Reay Mackay Drive. Installation of a new track will require a consent from Horizons Regional Council and a budget to plan and undertake the works. No budget is currently in place for the work requested by the community. The budget required is likely to be fairly substantial (300k) given the complexity of gaining a resource consent from Horizons, and the topography and underlying soil type (sand).

Officers seek further direction from Council in respect of how it wishes to proceed.

Attachments



No.	Title	Page
A	Horowhenua District Quarterly Economic Monitor September 2021	20
B	Waikawa beach Vehicular Access - Petition	33

Confirmation of statutory compliance

In accordance with section 76 of the Local Government Act 2002, this report is approved as:

- containing sufficient information about the options and their advantages and disadvantages, bearing in mind the significance of the decisions; and,
- is based on adequate knowledge about, and adequate consideration of, the views and preferences of affected and interested parties bearing in mind the significance of the decision.

Signatories

Author(s)	David Clapperton Chief Executive	
Approved by	David Clapperton Chief Executive	



Quarterly Economic Monitor

Horowhenua District September 2021

Overview of Horowhenua District

Horowhenua's economy has bounced back strongly since the start of the pandemic, with 3.2% GDP growth over the year to September 2021, according to Infometrics provisional estimates. GDP in the September 2021 quarter was 2.3% lower than 2020, reflecting the impact of the Delta Level 4 lockdown. Infometrics estimates that 65% of Horowhenua workers were able to carry on under Alert Level 4 as essential work or through working from home which is higher than the national average of 63%.

The slight decline in consumer spending over the year to September 2021 is surprising at first glance considering the economy's overall performance. However, the result is technical as Horowhenua experienced very strong consumer spending in the previous year after a strong bounce after the original Level 4 lockdown.

Horowhenua has continued to experience strong population growth despite the absence of international migration but as regional migration levels rose. The district's population grew by 1.7% over the year to June 2021 which was nearly three times the national growth rate of 0.6%.

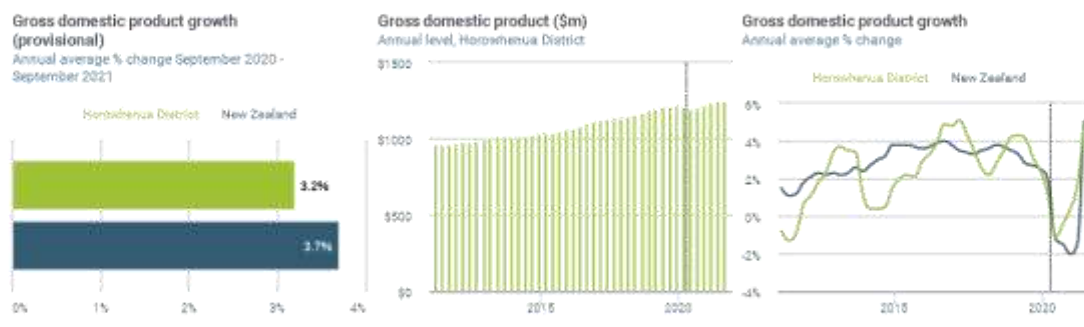
A growing population has contributed to strong employment growth in Horowhenua. The number of residents in employment increased by 2.3% over the year to September 2021, much higher than the national rate of 0.6%. The construction sector was the biggest contributor to job growth. As a result of the strong labour market the number of Jobseeker Support recipients has been tracking down in recent quarters, from a peak of 1,947 in December 2020 to 1,827 in September 2021. At 3.4% Horowhenua's unemployment rate has reached its lowest level since our time series began in 2001.

The Horowhenua housing market is red hot with the average house value for September 2021 quarter increasing to \$632,000, up 42% compared to the same quarter last year. High house prices are driving residential construction with the number of new residential consents reaching 113 in the quarter, more than double the 10-year average of 55 and the highest quarterly number since 1990. Non-residential construction has come off recent highs, but the value of consents is still well above the 10-year average.

Indicator	Horowhenua District	Manawātū-Whanganui Region	New Zealand
Annual Average % change			
Gross domestic product (provisional)	3.2 % ▲	4.4 % ▲	3.7 % ▲
Traffic flow	9.8 % ▲	10.0 % ▲	7.1 % ▲
Consumer spending	-0.6 % ▼	6.9 % ▲	4.7 % ▲
Employment (place of residence)	2.3 % ▲	1.6 % ▲	0.6 % ▲
Jobseeker Support recipients	5.6 % ▲	6.2 % ▲	15.0 % ▲
Tourism expenditure	10.6 % ▲	12.4 % ▲	4.2 % ▲
Health enrolments	0.8 % ▲	0.9 % ▲	1.1 % ▲
Residential consents	34.1 % ▲	18.6 % ▲	25.4 % ▲
Non-residential consents	-15.4 % ▼	6.1 % ▲	10.3 % ▲
House values *	42.2 % ▲	38.3 % ▲	29.5 % ▲
House sales	7.8 % ▲	-1.1 % ▼	21.6 % ▲
Car registrations	14.2 % ▲	12.9 % ▲	8.5 % ▲
Commercial vehicle registrations	-5.8 % ▼	4.0 % ▲	13.0 % ▲
Level			
Unemployment rate	4.9 %	4.0 %	4.2 %

* Annual percentage change (latest quarter compared to a year earlier)

Gross domestic product



Highlights for Horowhenua District

- GDP in Horowhenua District was provisionally up 3.2% for the year to September 2021 compared to a year earlier. Growth was lower than in New Zealand (3.7%).
- Provisional GDP was \$1,243 million in Horowhenua District for the year to September 2021 (2020 prices).
- Annual GDP growth in Horowhenua District peaked at 5.1% in the year to March 2017.

National overview

The Delta lockdown and extended economic restrictions in Auckland dragged economic activity in the September quarter lower. Provisional estimates from Infometrics point to a 3.7% fall in national economic activity in the September quarter compared to September 2020, with a strong six-week stint before the Delta lockdown softening the economic blow. The economy has started to bounce back from the Level 4 hit, but this bounce is more subdued than after the original lockdown. This latest economic setback has pulled down annual economic activity, with growth slowing from 4.2%pa higher over the 12 months to June 2021 to growth of 3.7%pa in the 12 months to September 2021. Although the supply of goods and services has been constrained, demand continues to be strong, causing rising inflationary pressures and intense labour market tightness that will persist into 2022, with the New Zealand economy still showing resilience in the face of the pandemic.

Traffic flow



Highlights for Horowhenua District

- Traffic flows in Horowhenua District increased by 9.8% over the year to September 2021. This compares with an increase of 7.1% in New Zealand.

National overview

Traffic activity fell 14%pa in the three months to September 2021, as Level 4 and 3 restrictions kept motorists off the roads and limited freight movements. This fall in quarterly traffic flows saw annual flows grow at a slightly slower pace of 7.1%, as the weakness in the September quarter, and the weakness in the June 2020 quarter, throw traffic volume comparisons around. Some of the recent traffic falls in tourist hotspots undercook the decline, given current activity is being compared to a lower base given the pandemic. Strong traffic growth in the North Island last year is also exacerbating the drop in traffic in the September 2021 quarter. Looking ahead, construction and export strength will bolster freight activity, although supply chain restrictions and still-low tourism activity will counteract some of this strength.

Consumer spending



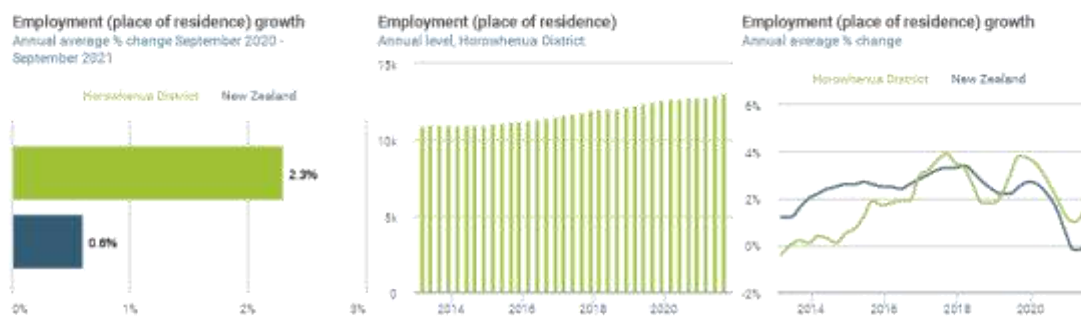
Highlights for Horowhenua District

- Electronic card consumer spending in Horowhenua District as measured by Marketview, decreased by 0.6% over the year to September 2021 compared to the previous year. This compares with an increase of 4.7% in New Zealand.

National overview

The Delta lockdown delayed a net \$1.2b in card spending in the September quarter, an 8.5% drop from the rebounding September 2020 quarter and nearly 6% below a pre-pandemic September. Marketview card spending data also shows that again, metro regions and tourism hotspots have been hit hardest, with Auckland, Otago, Wellington, and the West Coast all seeing steeper spending falls. Prior to the Delta lockdown in late August, strong demand and spending was apparent, with spending across New Zealand sitting 4.7% higher on average than pre-pandemic. Although spending bounced back at Level 2, extended restrictions, COVID-19 in the community, and lower consumer confidence are likely to limit the speed and size of the spending bounce.

Employment (place of residence)



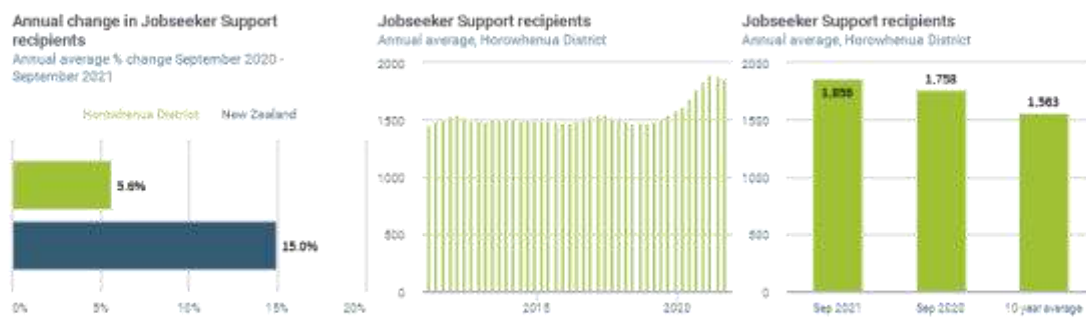
Highlights for Horowhenua District

- Employment for residents living in Horowhenua District was up 2.3% for the year to September 2021 compared to a year earlier. Growth was higher than in New Zealand (0.6%).
- An average of 13,041 people living in Horowhenua District were employed in the year to September 2021.
- Annual employment growth for Horowhenua District residents peaked at 3.9% in the year to September 2017.

National overview

The labour market remains incredible hot, with unemployment falling to record lows as employment rises fast. Filled jobs by residences rose 3.1% in the September 2021 quarter, the fastest rate in nearly four years. This strength in employment has bolstered employment on average over the 12 months to September to sit 0.6% higher than a year earlier. Healthcare, construction, professional services and the public sector all continue to drive higher employment, but gains are being seen across the board. Pay rates are heading higher, job ads remain high, and firms report the most difficult period to find staff, as well as the highest levels of job turnover, since the 1970s. Labour market pressures are intense and set to continue, with skills shortage increasing in scale and scope.

Jobseeker Support recipients



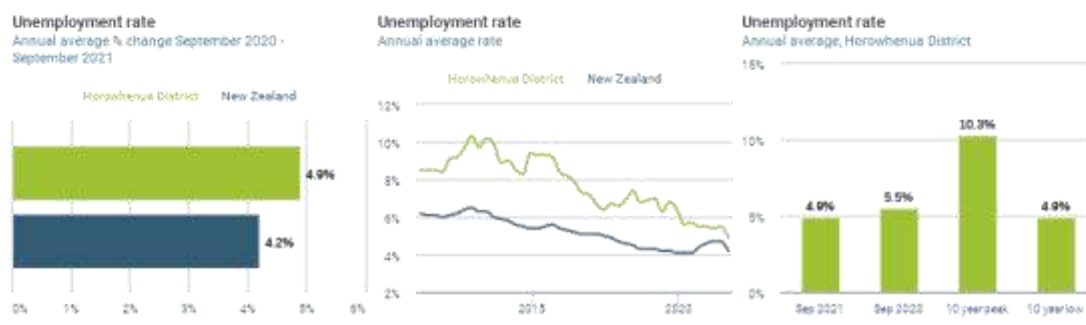
Highlights for Horowhenua District

- Jobseeker Support recipients in Horowhenua District in the year to September 2021 increased by 5.6% compared with previous year. Growth was lower relative to New Zealand (15.0%).
- An average of 1,856 people were receiving a Jobseeker Support benefit in Horowhenua District in the 12 months ended September 2021. This compares with an average of 1,563 since the start of the series in 2012.

National overview

Improving Jobseeker Support levels suffered a setback during the Delta lockdown, with nearly 6,800 more people on this benefit at the end of September compared to pre-Delta (a 3.6% boost). This setback erased around four months of falling Jobseeker Support improvements. However, the sustained fall in benefit numbers throughout 2021 means that average Jobseeker Support recipient growth over the last year has slowed further to 15%pa (down from over 27%pa reported last quarter). The downwards trend in benefit support has recommenced, with the tight labour market helping to get people into jobs. However, there were still 193,600 Jobseeker Support recipients at the end of September 2021, nearly 51,000 more than pre-pandemic.

Unemployment rate



Highlights for Horowhenua District

- The annual average unemployment rate in Horowhenua District was 4.9% in September 2021, down from 5.5% 12 months earlier.
- The unemployment rate in Horowhenua District was higher than in New Zealand (4.2%) in September 2021.
- Over the last ten years the unemployment rate in Horowhenua District reached a peak of 10.3% in December 2012.

National overview

The unemployment rate plunged further to 3.4% on a seasonally adjusted basis in the September quarter. This unemployment rate is the equal lowest on record (since 1986), in line with the December 2007 result ahead of the Global Financial Crisis. Underutilisation has also fallen to a 14-year low of 9.2%, underscoring the intense heat in the labour market. The labour cost index grew 2.4%pa, as the tight labour market is forcing employers to pay more to attract and retain staff. However, labour costs are still rising slower than pre-pandemic levels and are certainly slower than the 4.9%pa inflation recorded in September.

Dairy payout

Total dairy payout (provisional)
Change (\$m) between 2020/2021 and 2021/2022 seasons



Total dairy payout
\$m each season, Horowhenua District



Total dairy payout
\$m each season, Horowhenua District



Highlights for Horowhenua District

- Horowhenua District total dairy payout for the 2020/2021 season is estimated to have been approximately \$130 million.
- Horowhenua District's dairy payout for the 2021/2022 season is expected to be approximately \$141 million, \$11 million higher than last season, assuming that production levels from last season are maintained.
- The total dairy payout for New Zealand is estimated to have been approximately \$13,537 million in the 2020/2021 season, and is expected to be \$1,148 million higher in the 2021/2022 season.

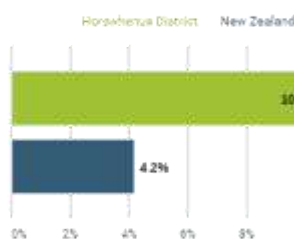
National overview

Strong demand and more limited supply has sent dairy prices spiralling upwards. Fonterra has revised their midpoint farmgate milk price to \$8.40/kgms, which would be a record-equalling pay-out. Milk production remains high, despite slowing growth in recent times and coupled with the higher milk price means that the total pay-out could total more than \$16.2b in the 2021/22 season, more than \$1.5b higher than the 2020/21 season. Our internal estimates suggest that the farmgate milk-price could go 10c/kgms higher, although we're still early in the season. The stronger milk price will be important for farmers facing higher input costs, with feed costs sitting around 43%pa higher over the last 12 months.

Tourism expenditure

Tourism expenditure

Annual average % change September 2020 - September 2021



Tourism expenditure

Annual total, Horowhenua District (\$m)



Highlights for Horowhenua District

- Total tourism expenditure in Horowhenua District increased by 10.6% in the year to September 2021. This compares with an increase of 4.2% in New Zealand.
- Total tourism expenditure was approximately \$73 million in Horowhenua District during the year to September 2021, which was up from \$66 million a year ago.

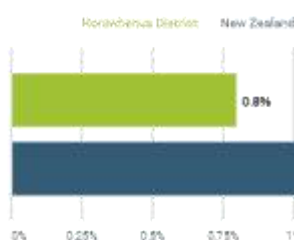
National overview

Visitor spending over the 12 months to September 2021 was sitting 4.2% higher than a year earlier, given the strength in domestic tourism activity over 10 of those 12 months. However, relative to 2019 (pre-pandemic) levels, tourism spending is still down nearly 8%, with over \$1b less being spent. The Eastern and Northern parts of the North Island continue to have the strongest regional tourism activity, as domestic tourists concentrate their trips nearer to home. The popping of the Trans-Tasman bubble has deflated expectations for stronger tourism activity until into the new year, and all eyes are now on how confident Kiwis are feeling to spending over summer, with COVID-19 now in the community.

Health enrolments

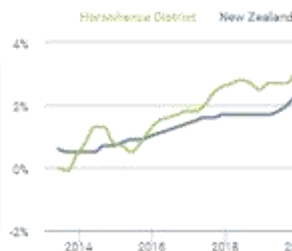
Annual change in health enrolments

Annual average % change September 2020 - September 2021



Health enrolments

Annual average % change



Health enrolments

Annual average, Horowhenua District



Highlights for Horowhenua District

- The number of people enrolled with a primary health organisation in Horowhenua District in the year to September 2021 increased by 0.8% compared with previous year. Growth was lower relative to New Zealand (1.1%).
- An average of 33,790 people were enrolled with primary healthcare providers in Horowhenua District in the 12 months ended September 2021. This compares with an average of 31,655 since the start of the series in 2014.

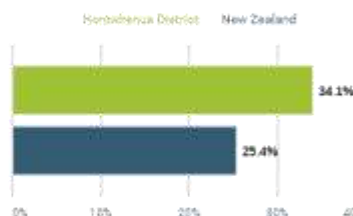
National overview

Population growth continues to slow even further, as annual net international migration drops into the hundreds not tens of thousands. Health enrolments, a proxy for population growth, rose 0.8%pa in the September 2021 quarter, a further slowdown. This growth is the slowest in seven years, and comes as the population continues to age and MIQ limits restrict inbound migration. Recent Stats NZ subnational population estimates back up these slowing trends, and also highlight the sustained focus of regional migration into provincial centres and out of metro areas.

Residential consents

Growth in number of new dwelling consents

Annual average % change September 2020 - September 2021



Residential consents

Quarterly number, Horowhenua District



Number of new dwelling consents

Quarterly number, Horowhenua District



Highlights for Horowhenua District

- A total of 113 new residential building consents were issued in Horowhenua District in the September 2021 quarter, compared with 48 in the same quarter last year.
- On an annual basis the number of consents in Horowhenua District increased by 34.1% compared with the same 12-month period a year ago. This compares with an increase of 25.4% in New Zealand over the same period.

National overview

Residential consents continue their record climb, with 47,331 consents issued over the 12 months to September 2021 – another new record high, up 25% on the same period a year earlier. Townhouses continue to rise, becoming a larger portion of consents. Recently announced bipartisan policy will make townhouse consents even easier, with consents for three dwellings on an individual property no longer requiring additional resource consent. Despite record consents, capacity constraints in the industry will make translating rising building intentions into actual activity more difficult. Migration forecasts are now higher because of the 2021 Resident Visa, making underlying demand stronger, keeping expectations of consents stronger for longer.

Non-residential consents



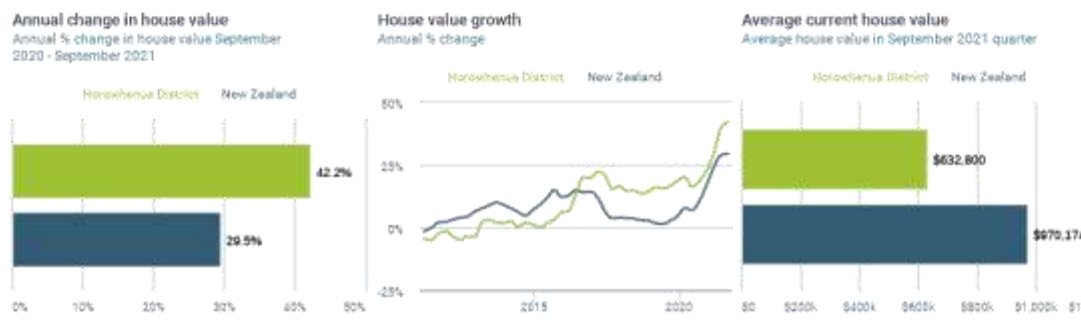
Highlights for Horowhenua District

- Non-residential building consents to the value of \$17.0 million were issued in Horowhenua District during the year to September 2021.
- The value of consents decreased by 15.4% over the year to September 2021. By comparison the value of consents increased by 10.3% in New Zealand over the same period.
- Over the last 10 years, consents in Horowhenua District reached a peak of \$28.8 million in the year to March 2020.

National overview

The value of non-residential consents climbed 10% over the year to September 2021. However, we have begun to see more softness these last few months, particularly in Auckland, as lockdown makes firms more likely to delay large investment decisions until they have some more certainty. Non-residential building consents in the September quarter alone were up by only 2.2%. We don't expect this weakness is likely to be an abandonment of consents, but rather a deferral until a more normal level of activity returns. Public consents remain strong, up 30% over the year. Private consents comparatively are starting to soften, up a modest 4.0% in the same period.

House values



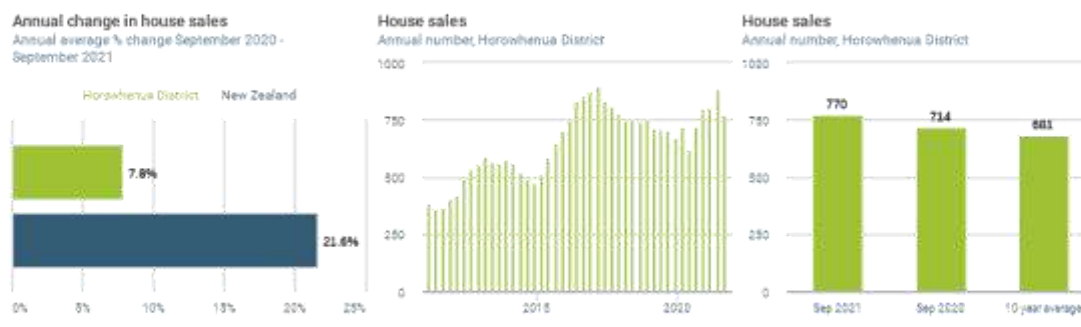
Highlights for Horowhenua District

- The average current house value in Horowhenua District was up 42.2% in September 2021 compared with a year earlier. Growth outperformed relative to New Zealand, where values increased by 29.5%.
- The average current house value was \$632,800 in Horowhenua District in September 2021. This compares with \$970,174 in New Zealand.

National overview

House values continue to grow, up 30% on average over the year to September 2021. House price inflation continues to trend upwards and remains widespread across the country. The limited supply of housing remains a considerable contributor to the growing prices. These record high prices remain the result of low property availability, coupled with strong demand driven by low interest rates. However, growing inflation concerns have resulted in the Reserve Bank lifting the official cash rate, with further rate raises likely to come. Increasing interest rates, coupled with harsher loan-to-value ratio restrictions, and likely incoming debt-to-income restrictions will help to flatten price growth going forward.

House sales



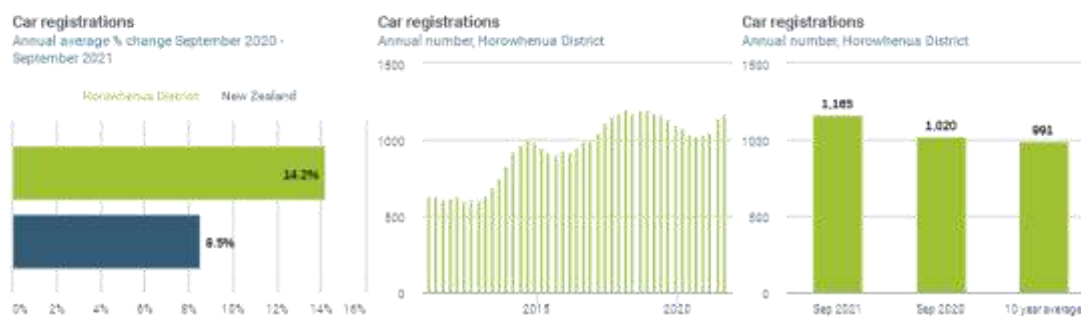
Highlights for Horowhenua District

- House sales in Horowhenua District in the year to September 2021 increased by 7.8% compared with the previous year. Growth underperformed relative to New Zealand, where sales increased by 21.6%.
- A total of 770 houses were sold in Horowhenua District in the 12 months ended September 2021. This compares with the ten year average of 681.

National overview

House sales over the year to September 2021 are up 22%. However, despite the strong annual result, in recent months sales have begun to soften, being impacted by both a limited supply of housing and COVID restrictions. The impact of COVID restrictions is most apparent in Auckland. Sales in Auckland over the September quarter have fallen by 24% in those three months compared to a year earlier. However, these latest lockdowns make it difficult to identify how much of the recent softening in sales is driven by COVID restrictions and how much is being driven by supply issues – which will remain once restrictions are lifted.

Car registrations



Highlights for Horowhenua District

- The number of cars registered in Horowhenua District increased by 14.2% in the year to September 2021 compared with the previous 12 months. Growth was higher than in New Zealand (8.5%).
- A total of 1,165 cars were registered in Horowhenua District in the year to September 2021. This compares with the ten year average of 991.

National overview

The nationwide lockdown in August was a blow to car sales that have otherwise been booming, which limited car sales. However, strong growth over the rest of the year means that total car registrations still grew 8.5%pa in the 12 months to September. Ongoing restrictions in the upper North Island appear to be slowing sales but nowhere near to the degree that happened during the original COVID-19 outbreak. New car registrations have been performing better than used cars, with this trend appearing to be driven largely by available supply. Rental car registrations have recovered slightly, but tight border controls and ongoing lockdowns are still severely limiting rental vehicle demand.

Commercial vehicle registrations



Highlights for Horowhenua District

- The number of commercial vehicles registered in Horowhenua District decreased by 5.8% in the year to September 2021 compared with the previous 12 months. Growth was lower than in New Zealand (13.0%).
- A total of 277 commercial vehicles were registered in Horowhenua District in the year to September 2021. This is higher than the ten year annual average of 226.

National overview

The recent lockdown was merely a blip for commercials registrations, and annual registrations are now sitting 13% higher than in 2020. More recent commercial registrations data also supports this trend of resilience. Strong construction activity continues to support solid demand for commercial vehicles. General road freight has been supported by strong domestic spending and very low unemployment. Some buyers are also bringing forward commercial vehicle purchases ahead of the introduction of fees for higher-emitting vehicles in April next year, which is particularly the case for light commercials.

Technical notes

Building Consents

Building consents data is sourced from Statistics New Zealand. The number of residential consents issued for new dwellings is the measure for residential consents. For non-residential consents, the measure is the value of both new buildings and alterations.

Consumer Spending

The consumer spending data is sourced from Marketview. It measures total electronic card spending using spending through the Paymark network and adding to it an estimate of non-Paymark network spending using the pattern of BNZ card holder spending at non-Paymark retailers. For further breakdown of the data by storetype and other variables contact Marketview.

Employment (place of residence)

Employment data is based off a range of Stats NZ employment datasets, and represents the number of filled jobs, based on the area of residential address for the employee (rather than workplace address). This place of residence location means that the employment series reflects trends in employment of an area's residents, which may be different to trends in employment at businesses in an area, particularly when there are strong commuting flows. The most recent quarter is based off the average of Monthly Employment Indicator (MEI) filled jobs from Statistics New Zealand for the past three months, with previous quarters being backcasted using the percentage change in the quarterly Business Data Collection dataset published by Statistics New Zealand.

Gross Domestic Product

Gross Domestic Product is estimated by Infometrics. A top-down approach breaks national industrial production (sourced from production based GDP measures published by Statistics New Zealand) to TA level by applying TA shares to the national total. Each TA's share of industry output is based on labour market data from LEED. GDP growth in recent quarters is based on a model which uses the various partial economic indicators presented in this report as inputs. Estimates of GDP for these most recent quarters are provisional until Infometrics updates its annual GDP series in the Regional Economic Profile at the beginning of each year. Gross domestic product is measured in 2020 dollar terms.

Health Enrolments

Health enrolments are sourced from the Ministry of Health. They record the number of people in each area who are enrolled with a Primary Health Organisation (PHO). Enrolment is voluntary, but most New Zealanders enrol at a general practice for health reasons and for the benefits of enrolment, such as cheaper doctors' visits and reduced costs of prescription medicines. Changes to how the Ministry of Health recorded this data led to Infometrics revising our approach to health enrolment figures for the March 2019 Quarterly Economic Monitor onwards. Our new approach completely revises our timeseries of health enrolments, so care should be taken when comparing the March 2019 report with previously downloaded reports.

Previously, the data provided was only for those people whose addresses are able to be accurately recorded by the Ministry of Health. We have now switched to breaking down TA-level health enrolments based on trends in stated health enrolments by area, to ensure that the total number of enrollees published in the Monitor align with the national-level figures published by the Ministry of Health. A new system for classifying and recording health enrolment addresses from March 2019 onwards by the Ministry means significantly higher numbers of unallocated enrollees, resulting in the need to review our model.

House Sales

The number of house sales is sourced from REINZ. The indicator measures the number of house sales at the point when the sale becomes unconditional. The unconditional date is the date when all the terms of an agreement have been satisfied and the sale and purchase can proceed to settlement.

House Values

House values (dollar value) are sourced from CoreLogic. The levels quoted in the report are average values for the quarter.

Jobseeker Support Recipients

In July 2013 the New Zealand's welfare system changed to better recognise and support people's work potential. As part of this the Jobseekers Support benefit was introduced. This benefit is for people who can usually look or prepare for work but also includes people who can only work part-time or can't work at the moment, for example, because they have a health condition, injury or disability.

Data presented for the September 2013 quarter onwards is provided by the Ministry of Social Development (MSD). Data prior to September 2013 are Infometrics estimates based on re-grouping pre-July 2013 benefit categories to be consistent with the post-July 2013 benefit categories. The pre-July 2013 benefit categories used to estimate the number of Jobseekers Support recipients are: Unemployment Benefit and Unemployment Benefit Hardship; Unemployment Benefit Training and Unemployment Benefit Hardship Training; Sickness Benefit and Sickness Benefit Hardship; Domestic Purposes Benefit - Sole Parent (if youngest child is 14 or over); Women Alone and Widow's Benefit (without children or with children 14 or over)

Tourism Expenditure

New Tourism Electronic Card Transactions (TECTs) are an interim replacement for the Monthly Regional Tourism Estimates (MRTes). We have removed our previous timeseries of MRTes and published the three annual snapshots provided in the TECTs. The TECTs reflect the expenditure for all electronic card transactions (ECTs) in New Zealand related to tourism. Marketview use a base of spending on the Paymark network (approximately 70 per cent of total ECT spend) to scale up to total ECT spend.

Traffic Flow

Traffic flow growth rates are calculated from the number of vehicles passing approximately 110 sites monitored by New Zealand Transport Agency. Each of the sites has been mapped to a territorial authority.

Unemployment Rate

Regional level unemployment rates are sourced from Statistics New Zealand's Household Labour Force Survey. Trends in the number of Jobseekers are used to break down regional unemployment rates to TA levels. The TA level unemployment rates are benchmarked on census following the release of each census. To reduce volatility the unemployment rate is presented as an average for the last four quarters.

Vehicle Sales

Car and commercial vehicle sales data are sourced from New Zealand Transport Authority. Sales are based on new registrations which include the first time registration of new vehicles and used vehicles imported from overseas.

Weekly Rents

Rents (\$ per week) are sourced from monthly data provided by MBIE and averaged across each quarter or year using weighted geometric means. Rental data pertains to averages from data collected when bonds are lodged and does not control for specifications of the home (eg. size, number of bedrooms, age of home, etc).

[REDACTED]
Email c/o :- [REDACTED]

Mob: [REDACTED]

7.11.2021

The Mayor
Horowhenua District Council
126-148
Oxford Street
Levin

Petition for Vehicular access to Waikawa Beach

The undersigned residents and beach users of Waikawa Beach request that vehicular and horse access to the beach be established across public land as opposed to the untenable situation of having to cross private land.

As at the writing of this petition there is no vehicular access to the beach for recreational or emergency use, as the landowners have blocked off the track due to significant erosion caused by recent high tides.

We are requesting that the Northern wider walkway off Reay Mackay Grove be officially designated as beach access for pedestrians, vehicles, and horses. It is very pertinent to note that over recent years, unlike the historic access over private land, this area of the beach has not suffered from erosion thus reducing the need for frequent maintenance.

Notwithstanding the occasional need for emergency access to the beach, the lack of vehicular access severely impacts residents' quality of life. It prevents them from taking part in their usual recreational activities such as fishing in all forms, white baiting, surfing, canoeing, launching boats and other normal beach activities that require gear to be transported to the edge of the sea.

Yours Sincerely

Darre-

For the residents of Waikawa Beach as listed on the enclosed petition sheets.

CC Horizons

Petition for Vehicular access to Waikawa Beach (continued)

Other concerned residents are:-

Name	Address	Telephone
L. Carmichael		
Plinbos		
L. Carmichael		
Tony White		
Vivian Stewart		
Peter Stewart		
Ian Stewart		
Sue Stewart		
Murray Barnard		
Carol Earnshaw		
Ngairie Hunter		
Alison Ainsworth		
Rose Ainsworth		
Jill Foley		
Gary Whitaker		
Esther Whitaker		
Degan Galway		
JARFUM KRUZE		
Hilary Loy		
Heather Krebs		
Sonia Morgan		
Liz Morgan		
Mary Bonisova		
Georgy Gordon		
Gene Belsham		
Rory Huntington		
Charlene Clark		

Petition for Vehicular access to Waikawa Beach (continued)

Other concerned residents are:-

Name	Address	Telephone
COLIN BEARD		
BARRY Smith		
DION BENNETT		
James Wong		
Lisa Gibson		
Paul Gibson		
Linda Lambess		
Iwan Huntley		
John Sullivan		
Bronwyn Smith		
John Howatson		
Bing Page		
Shamus Mills		
Lesley Anne Walker		
Richard Walker		
Scott Ford		
Sackieford		
Catharine Craft		
LAURIE STEVENSON		
MIKE MARTIN		
KAREN MARTIN		
STU STEWART		
CAMERON WALKER		
Matthew Walker		
Daniel Craft		
STEVE FAHEY		

Petition for Vehicular access to Waikawa Beach (continued)

Other concerned residents are:-

Name	Address	Telephone
Nichelle Holden		
ALISTER HOLDEN		
Ken Hammond		
Christine Hammond		
Richard Hammond		
Georgina Booth		
Peter Hammond		
Stuart Weddell		
Ricky & Bracke		
Scott Nicholls		
Danice Bradbury		
Margaret Towell		
Melissa Hammond		
Stacie Reeve		
Daniel Shearman		
Jandi Towell		
Alan Towell		
Kerry Portland		
Archie Portland		
John Andrews		
Sally, Norman, Jethro Holden - Craig		

Petition for Vehicular access to Walkawa Beach (continued)

Other concerned residents are:-

Name	Address	Telephone
[
S. Macmillan		
A. HAUGHLEY		
Allen Hazeltan		
Sonya Mark		
Maia Burns		
Ally Bernie		
Tom (TAN) Tan		
Ally Bernie		
A. Corneil		
Harrie		
S. Cye		
C. Pearl		
D. Lennon		
Nehana God		
Anna		
A. Signal		
A. A.		
DENNIS HUNTLEY		
Bee		
Monica Johnston		
Liam Thomas		
Connor Thomas		
Amber McDonald		
Daniel Hazeltan		

Petition for Vehicular access to Walkawa Beach (continued)

Other concerned residents are:-

Name	Address	Telephone
Kelly Galway		
CHRIS NORRIS		
Kate Harrison		
ROBERT HARRISON		
HELEN HARRISON		
Julia Thorn		
Brooke Thorn		
Joan Milson		
Ryan Signal		
Harris Thorn		
Levi Watkins		
David Watkins		
Alana Watkins		
Michael Kenning		
Emma King		

Other concerned residents are:-

[illegible]

Other concerned residents are;-

Page 40

Other concerned residents are:-

[illegible]

This micrograph shows a control embryo with a well-defined, elongated body and a distinct head region. The internal structures are visible, and the overall shape is typical of a normal embryo at this stage.

Other concerned residents are:-

[illegible]

File No.: 21/509

Mayoral Report - November 2021

1. Purpose

For His Worship the Mayor to report to Council on the community events and Council-related meetings attended;

AND FURTHER

To provide Councillors the opportunity to give a brief verbal update on conference/forums attended, or the activities of those organisations/groups for which they are a Council representative.

2. Recommendation

- 2.1 That Report 21/509 Mayoral Report - November 2021 be received.
- 2.2 That this matter or decision be recognised as not significant in terms of S76 of the Local Government Act.

3. November 2021 Meeting and Event Attendance

Meetings, events and functions that Mayor Wanden attended during the month of November 2021 were:

Date Item

- 1 Community Funding and Recognition Committee Meeting
Levin Landfill PMG Briefing
- 2 Te Tumatakahuki / HDC Monthly Hui (Zoom)
- 3 Labour MP - Rachel Brooking – HDC & KCDC RMA Changes Discussion
Levin Landfill Catchup with Consultant & CE
Council Briefing – Levin Landfill
Horowhenua Vintage Care Club Presentation
- 4 Regional Leadership Group Meeting (Zoom)
Electra Business Awards Mayoral Video
Horowhenua FMU Water Quality Interventions Project Governance Group (Zoom)
- 5 Accessing Central NZ Governance (HRC)
- 6 Visits to Vaccination Drive events at Levin, Foxton and Shannon
- 8 Karakia Blessing – Shannon Jailhouse
Levin Art Society – Vicki Webster
SMT Review Discussion
- 9 Meeting with Oxford Street property owners
- 10 Council Meeting Pre-briefing
Council Meeting
- 11 Climate Action Joint Committee workshop
Armistice Day 2021
National MP visit
Wellington Regional Leadership Committee Meeting
Waka Kotahi O2NL Community Groups meetings
- 12 Sector update – Mayors, Chairs and Chief Executives (Zoom)
Regional Leadership Group Meeting (Zoom)

- 15 Meeting with Audit NZ
Identity refresh - steering group hui
HDC/Equip Catch up (Zoom)
- 16 Regional Transport Matters | Regional Chiefs' Session (Zoom)
Joint HDC/KCDC/Waka Kotahi meeting
- 17 Regional Leadership Group Meeting (Zoom)
Meet and Greet - HLC Students volunteering at Hope Kete
Fale Lotu Connections Celebration Morning Tea
SORT / Foxton Discussion
Council briefing – Future of Local Government (Session II)
- 18 Zone 3 Meeting (Zoom)
Special Mayors/Chairs/CEs - facing COVID in your community (Zoom)
BA5 - The latest economic data for NZ with Brad Olsen
CEPR Committee Catch Up (Zoom)
- 19 Grey Power Horowhenua Meeting
Electra Business & Innovation Awards (On-line event)
- 20 Foxton Beach Volunteer Fire Brigade - Honours and Awards Night
- 24 Finance, Audit & Risk Committee Meeting
Council Meeting
Council Briefing – Horowhenua Blueprint
- 25 Rural & Provincial Sector Meeting (Zoom)
- 26 Regional Leadership Group Meeting (Zoom)
- 30 Horizons : HDC Catch up



Confirmation of statutory compliance

In accordance with section 76 of the Local Government Act 2002, this report is approved as:

- a. containing sufficient information about the options and their advantages and disadvantages, bearing in mind the significance of the decisions; and,
- b. is based on adequate knowledge about, and adequate consideration of, the views and preferences of affected and interested parties bearing in mind the significance of the decision.

4. Appendices

There are no attachments for this report.

Author(s)	Bernie Wanden Mayor	
Approved by	Bernie Wanden Mayor	

File No.: 21/507

Regulatory Policy Review - Psychoactive Substances Policy / Local Approved Products Policy (LAPP)

1. Purpose

Council is required to review the Psychoactive Substances Policy, Local Approved Products Policy (LAPP) every five (5) years. The review of Council's policy is overdue and this report facilitates this requirement.

2. Executive Summary

- 2.1 Under the Psychoactive Substances Act 2013, Councils may develop a Local Approved Product Policy (LAPP), which can restrict the location of retail premises within the District.
- 2.2 In 2014, Horowhenua District Council adopted its Psychoactive Substances Policy (Local Approved Products Policy), and is required to review its policy every five (5) years.

3. Recommendation

- 3.1 That Report 21/507 Regulatory Policy Review - Psychoactive Substances Policy / Local Approved Products Policy (LAPP) be received.
- 3.2 That this matter or decision is recognised as not significant in terms of S76 of the Local Government Act.
- 3.3 That Council resolves that the Psychoactive Substances Policy / Local Approved Products Policy (LAPP) has been reviewed, and that the Policy should continue without amendment.

4. Background / Previous Council Decisions

- 4.1 In November 2014, Horowhenua District Council adopted its Psychoactive Substances Policy (Local Approved Products Policy).
- 4.2 Under section 69 of the Psychoactive Substance Act 2013, the Policy must be reviewed every five years. Council's Policy is therefore overdue for review (November 2019). However as per section 69 of the Psychoactive Substance Act 2013 the Policy does not cease to have effect because it is due for review.
- 4.3 The Psychoactive Substances Act 2013 does not prescribe the process for the review. The only requirement is to undertake the special consultative procedure if amending or replacing the policy.
- 4.4 On 8 May 2014, the Psychoactive Substances Amendment Act (Amendment Act) came into force. The effect of this Amendment Act was that all interim product approvals under the Act were revoked with immediate effect, as were all interim licences. Interim approvals means an approval of a psychoactive substance granted prior to the commencement of the Act.

Since that time, no products have been approved for sale in New Zealand. Subsequently, no applications have been made to the Authority for a license to sell approved products here in the Horowhenua or anywhere else in New Zealand.

That said there is no guarantee this situation will continue and therefore Officers believe it is prudent for Council to review its Policy in the event applications are made in the future to sell psychoactive substances products in the Horowhenua.

5. Discussion

- 5.1 The core purpose of the Psychoactive Substances Act 2013 (the Act) is to regulate the availability of psychoactive substances to only those people over the age of 18, and to protect the health of, and minimise harm, to those who use them.
- 5.2 the Act prohibits the sale of these substances from dairies, convenience stores, grocery stores and supermarkets; service stations; liquor outlets; premises that are not a fixed permanent structure e.g. tents and marquees; vehicles or other conveyances e.g. mobile street carts; and any other place or premises specified or described in the Regulations.
- 5.3 The Act enables a territorial authority to implement a policy relating to the sale of approved products within its district. Under the Act, local authorities are empowered to develop a policy to regulate the sales points of psychoactive substances in its District.
- 5.4 While a Council cannot prohibit the sale of approved products, having a Policy enables Council (after consultation with its community) to restrict the geographical location of premises selling psychoactive products, including their proximity to other premises selling such substances and their proximity to premises of a particular kind e.g. kindergartens, early childhood centres, schools, places of worship, or other community facilities.
- 5.5 Horowhenua District Council adopted its current Psychoactive Substances Policy in November 2014, which restricts the location of where approved substances can be sold to the central business/commercial zoned area in Levin only.
- 5.6 This policy is up for review, and Officers consider that although it has not been possible to review the effectiveness of the Policy because it has not had an opportunity to be put into effect as there are currently no approved products, the policy is considered to be appropriate for the Horowhenua District. Therefore, Officers recommended no changes be made to the current policy.

6. Options

- 6.1 Option 1 – Council agrees that the current Psychoactive Substances Policy (Local Approved Products Policy) attached as Attachment A has been reviewed, and should continue without amendment. This is the preferred option.
- 6.2 Option 2 – Council chooses to make changes to the current policy. This option requires Council to refer the matter back to officers with a clear direction as to the type of policy they wish to implement to enable the changes to be drafted into the policy, to be brought to another meeting of Council to seek approval to publicly consult on the changes.
- 6.3 Option 3 - Council chooses it does not wish to continue with a Psychoactive Substances policy and agrees to revoke the policy.

7. Cost

The cost of advertising the policy's review will be covered within existing operational expenditure budget. Should Council decide to refer the matter back to Officers for changes, a further report will be brought to Council indicating any likely public consultation costs.

There is no further costs associated with this report.

8. Rate Impact

There will be no Rate impacts arising.

9. Community Wellbeing

There are no negative impacts on Community Wellbeing arising.

10. Consenting Issues

There are no consents required.

11. LTP Integration

There are no LTP considerations required, nor need for the special consultative procedure at this point.

Should Council decide to make changes to the policy, a further report will be brought to Council containing the new draft policy and seeking Council approval to consult at that point in time.

12. Consultation

There are no further consultation requirements to consider.

13. Legal Considerations

Council is required to review its Psychoactive Substances Policy / Local Approved Products Policy every five (5) years in accordance with the Psychoactive Substances Act 2013.

The contents of a Psychoactive Substances Policy / Local Approved Products Policy is limited to regulating the location of premises from which approved products may be sold. Territorial authorities do not have the power to impose an overall prohibition of the location of these premises in their districts. Furthermore, territorial authorities do not have the power to regulate other matters associated with the sale of these products such as limiting retail premises hours, or regulating the price of psychoactive substances, purchase age limits or advertising of psychoactive substances. The policy must keep strictly to matters of location.

14. Financial Considerations

There is no financial impact.

15. Iwi Considerations

There are no iwi considerations.

16. Climate Change Considerations

There is no specific climate change impact.

17. Environmental Considerations

There are no specific environmental considerations.

18. Health & Safety Considerations

There is no specific health and safety impact.

19. Other Considerations

There are no other considerations.

20. Next Steps

In the event the officer recommendations are adopted, the policy document will be updated and published as 'reviewed'.

21. Supporting Information


Strategic Fit/Strategic Outcome					
Decision Making					
Consistency with Existing Policy					
Funding					
Risk Area	Risk Identified	Consequence	Likelihood	Risk Assessment (Low to Extreme)	Managed how
Strategic					
Financial					
Service Delivery					
Legal					
Reputational					

<u>Confirmation of statutory compliance</u>
In accordance with section 76 of the Local Government Act 2002, this report is approved as: <ul style="list-style-type: none">a. containing sufficient information about the options and their advantages and disadvantages, bearing in mind the significance of the decisions; and,b. is based on adequate knowledge about, and adequate consideration of, the views and preferences of affected and interested parties bearing in mind the significance of the decision.

22. Appendices

No.	Title	Page
A	Attachment A - Psychoactive Substances Policy / Local Approved Products Policy - LAPP - Reviewed 8 December 2021	54

Author(s)	Vaimoana Miller Compliance Manager	
-----------	--	---

Approved by	David McCorkindale Group Manager - Customer & Strategy	
-------------	--	---



PSYCHOACTIVE SUBSTANCES POLICY / LOCAL APPROVED PRODUCTS POLICY - LAPP

1. INTRODUCTION AND OVERVIEW

The purpose of the Psychoactive Substances Act 2013 ("the Act") is to "regulate the availability of psychoactive substances in New Zealand to protect the health of, and minimise harm to, individuals who use psychoactive substances".

To advance this purpose, the Act provides that territorial authorities (such as the Horowhenua District Council) may have a Local Approved Product Policy ("LAPP") relating to the sale of approved products within its district. In particular, a LAPP may include policies concerning the location to premises that sell approved products – by reference to broad areas in the district, proximity to other such premises and proximity to certain facilities (such as kindergartens, early childhood centres, schools, places of worship, or other community facilities).

The LAPP is intended to provide the Psychoactive Substances Regulatory Authority ("Authority") with a clear view from the Horowhenua District Council and its community about the location of premises.

2. POLICY OBJECTIVES AND SCOPE

The objectives of the LAPP are to:

- Minimise the harm to the community caused by psychoactive substances by providing a clear view to the Authority of where retail premises that sell psychoactive substances may be located in the Horowhenua district.

This LAPP does not apply to retail premises where internet sales only are made or to premises where the sale of approved products is by wholesale only.

The requirements of the Resource Management Act 1991 and any applicable regulation (including all applicable Bylaws of the Horowhenua District Council) must be met in respect of any premises holding a retail licence.

3. STRATEGIC ALIGNMENT

This LAPP assists in the delivery of the Horowhenua District Council's Community Wellbeing vision identified in the Community Wellbeing Strategy 2013-2016 "Horowhenua is New Zealand's leading region caring for the wellbeing of our people".

1

Psychoactive Substances Policy
Local Approved Products Policy (LAPP)
ADOPTED 5/11/2014 – REVIEWED 8/12/2021

4. DEFINITIONS

When interpreting this LAPP, unless the context requires otherwise, the definitions of words or terms used in the LAPP that are also used in the Psychoactive Substances Act 2013 are those defined in that Act. Otherwise, use the following definition:

Sensitive site Is any public library, public museum, public art gallery, public transport terminal, public park and sports field, and public playground, community centre, educational provider, premise occupied by a social welfare agency such as Work and Income, Child, Youth and Family or similar, place of worship, medical centre or facility, pharmacy, the Levin District Court, Community Probation Service, Life to the Max, hostel or other supported accommodation, or any other organisation providing social services for vulnerable people from its premise.

5. POLICY

The policy of the Horowhenua District Council is as follows:

5.1 Location of Psychoactive Substances Sales Points

The location of retail premises from which approved products may be sold is restricted to locations within the Central Business/Commercial zoned area Levin, and as identified by the map in Schedule 1 of this Policy. For the avoidance of doubt, sites zoned for 'Commercial' that are not within the central business areas of these towns are not included in this clause.

Section 68(a) of the Psychoactive Substances Act provides that the location of premises from which approved products may be sold may be indicated by reference to broad areas within a district.

5.2 Location of retail premises in relation to premises or facilities of a particular kind or kinds

- (i) Any retail premises from which approved products may be sold is not permitted within 150 metres of a sensitive site existing at the time the licence application is made.
- (ii) For the purposes of clause 5.1(i) the separation distances are measured from the legal boundary of any retail premises and any sensitive site.

Section 68(c) of the Act provides that the location of premises from which approved products may be sold may be indicated by reference to proximity to premises or facilities of a particular kind or kinds within the district (for example, kindergartens, early childhood centres, schools, places of worship, or other community facilities). See Clause 4 above for sensitive site definition applicable to this Policy.

5.3 Location of retail premises in relation to other retail premises from which approved products are sold

- (i) New retail premises from which approved products may be sold are not permitted within 150 metres of another retail premises from which approved products may be sold.

2

Psychoactive Substances Policy
Local Approved Products Policy (LAPP)
ADOPTED 5/11/2014 – REVIEWED 8/12/2021

- (ii) For the purposes of clause 5.3(i) the separation distances are measured from the legal boundary of the premises.

Section 68(b) of the Act provides that the location of premises from which approved products may be sold may be indicated by reference to proximity to other premises from which approved products are sold.

6. REVIEW

The LAPP must be reviewed every five (5) years, or at the request of the Council, or in response to changed legislative and statutory requirements, or in response to any other issue that may arise.

7. ADOPTION

This policy was adopted at the duly notified Council meeting held on 5 November 2014 after completion of the special consultative procedure and took effect from 6 November 2014.

Schedule 1:



4

Psychoactive Substances Policy
Local Approved Products Policy (LAPP)
ADOPTED 5/11/2014 – REVIEWED 8/12/2021

File No.: 21/512

Streamlined Housing Process

1. Purpose

To present the Streamlined Housing Process to Council for endorsement

2. Executive Summary

- 2.1 The Streamlined Housing Process (SHP) provides the opportunity for housing development projects that meet the specified SHP criteria to go through a streamlined resource consent process.
- 2.2 The intended objective of the SHP is to encourage more intensive housing developments than what is currently being delivered by the market within the existing residential zoned and serviced areas of Levin, Foxton, Foxton Beach and Shannon. The SHP does this through the providing a Design Approach for more intensive developments that will enable developers greater flexibility in relation to provisions to achieve affordability, whilst identifying key provisions to comply with to respect the neighbouring properties, more restrictive provisions to complement the street, as well as agreed technical solutions to simplify the process.
- 2.3 This pilot process is intended to be trialed for a period of time during 2022 with the view to informing a future District Plan Change to formalise the opportunities for a wider range of residential housing opportunities.

3. Recommendation

- 3.1 That Report 21/512 Streamlined Housing Process be received.
- 3.2 That this matter or decision is recognised as not significant in terms of S76 of the Local Government Act.
- 3.3 That Council endorse the Streamlined Housing Process.
- 3.4 That the Streamlined Housing Process apply to:
 - Levin - the Residential zoned and serviced areas and Medium Density Overlay, but not the Town Centre Pedestrian Overlay and the Levin Future Railway Station precinct.
 - Foxton Beach - the Residential zoned and serviced areas and Medium Density Overlay.
 - Foxton – the Residential zoned and serviced area.
 - Shannon – the Residential zoned and serviced area, but not the Residential zoned area to the northwest of the Railway.
- 3.5 That the Streamlined Housing Process shall apply Planning Application Fees for non-notified consent applications based on a capped fee of \$4,500. An application processed as a non-notified consent would be charged a \$2,000 deposit (being the deposit for a combined land use and subdivision consent) with the total cost then based on the number of hours taken to process the application being charged at the identified hourly rate, but would be capped at \$4,500.
- 3.6 That the Streamlined Housing Process shall eligible for new builds, yard built relocated buildings and any existing dwelling that is repurposed or relocated within the subject site.

4. Background / Previous Council Decisions

- 4.1 During 2019 Council undertook a process that resulted in developing and adopting a Housing Action Plan (October 2019). This was prepared after wide ranging engagement, and identified the housing issues being experienced within Horowhenua.
- 4.2 Like many parts of New Zealand currently, the Horowhenua district is experiencing a shortage of houses, making housing increasingly unaffordable. At the same time, household sizes are getting smaller, resulting in under-utilised larger dwellings. The opportunities to trade down or enter the market at the lower end are limited, leaving little to no pathway for many in the community.
- 4.3 The adopted Housing Action Plan identified a series of actions. Action 2 set out the following:

“Continuously improve Council’s regulatory services (plan changes and consenting) through enhancements such as ‘whole-of-Council’ streamlined consenting service, including an online consenting processes, formalising pre-application meetings, for all housing applications working with applicants, infrastructure providers and utility operators to advance quality residential neighbourhoods.”
- 4.4 Other aspects of the Housing Action Plan touched on Council *“setting its regulatory policy (e.g. the District Plan) in a way that incentivises development of homes while still maintaining acceptable residential and neighbourhood standards”*.
- 4.5 In addition to the Housing Action Plan, the national direction for urban development (coming through in the National Policy Statement Urban Development and more recently the Housing Supply Bill) has provided clear direction on what should be enabled and anticipated for future urban development across New Zealand.
- 4.6 In seeking to address the issues identified in the Housing Action Plan, respond to the

national direction on urban development and intentionally take steps towards transforming the Horowhenua district, Council officers have developed the SHP. The SHP aims to minimize costs and uncertainties of the consent process, by enabling a streamlined process for certain types of moderate to medium density infill housing.

4.7 How does the SHP differ from standard consenting processes for housing? The key features and points of difference with the SHP include:

- Front loading the application process, so designs and development issues are identified and worked through so that the process of assessing and making a decision on the consent application can be streamlined.
- A pre-qualification meeting between the landowner/applicant and Council officers to confirm whether the site and proposal is eligible to utilise the SHP.
- A pre-application meeting to identify any issues that need to be resolved before an application is lodged.
- The use of Design Approaches and pre-prepared Engineering Solutions that have been pre-tested to achieve appropriate design outcomes, that applicants can use to design their proposal. Reducing the need for an applicant to commission their own urban designer and engineering expertise.
- A draft Assessment of Environmental Effects that may be used by applicants as part of their application.
- The streamline efficiencies come from the amount of work that has already been tested, pre-prepared and deemed by Council officers as generally acceptable solutions, saving both the applicant's and the consent processing planner's time in the process.
- The Design Approaches are key in addressing the relevant key District Plan provisions, particularly those relating to the number of dwellings per site, lot sizes and site coverage.
- In some instances, the SHP introduces some more restrictive standards than what is required by the District Plan to ensure that the new development is not discordant with the streetscape, achieves good outcomes and enables flexibility with other provisions.

4.8 In terms of end outcomes the SHP aims to create:

- Residential developments that seamlessly fit into the existing streetscape, noting they typically feature mostly single storey dwellings and spacious front yards. It does this through minimum setback distances, stepped height controls and active frontage requirements.
- Attractive and functional residential environments with an appropriate neighbour interface through height limits, minimum setback distances and building height in relation to boundary controls.
- Homes with good indoor and outdoor amenity through provisions for the sizes and locations of outdoor courts and minimum building separation distances.

4.9 The price point of houses delivered through the SHP will not always be what would be considered "affordable" in Horowhenua district's context. While the process in its conception has been referred to as the 'Streamline Affordable Housing' process, officers have been concerned about the name of this process creating a misconception that every house delivered through this process will be at the affordable end of the market. The SHP assists with housing affordability by providing a series of preferred 'Design Approaches', pre-prepared engineering solutions and a draft Assessment of Environmental Effects that can be relied on to enable a streamlined pathway through a number of density rules. The SHP encourages the development of smaller dwellings and smaller sections and opens the door for a landowner to potentially deliver a greater number of dwellings. Initiatives that help

provide a wider offering of housing types, create smaller properties and increase the housing supply can all positively help housing affordability.

- 4.10 While Council cannot guarantee a successful outcome when an SHP application is lodged, where a proposal follows the SHP Design Approaches, the environmental effects will be less than minor and will likely be processed on a non-notified basis. Although it should not be a deterrent, applicants are often put-off going through a process where a hearing is involved. Typically, this is because of the concerns they have about increased uncertainty that notified processes can bring and the associated impact on costs and timeframes.
- 4.11 The SHP does not involve any changes to the current District Plan provisions. The SHP is a process, which provides a Design Approach that enables greater flexibility in how the existing District Plan provisions are applied. For this reason to implement the SHP there is no requirement to go through a formal Council adoption or lengthy District Plan change process.
- 4.12 The SHP will be a pilot process, which if endorsed, would be trialed for a period during 2022 with the view to informing a future District Plan Change to enable a wider range of residential housing opportunities. Introducing the SHP as a pilot process will have the benefit of providing valuable learnings from real applications that can then be considered or incorporated into any formal change to the District Plan provisions.
- 4.13 It is important to note that the SHP does not take away or reduce any of the current opportunities that exist through the District Plan. The SHP would provide an additional pathway to encourage affordable housing and different housing types.

5. Discussion

- 5.1 This report seeks Council endorsement of the SHP. If endorsed, Officers will complete the necessary preparations for implementing the SHP. This includes finalising the SHP documents, testing and embedding the new internal processes, completing testing of pilot examples, making the information accessible (e.g. website), training staff in the new process and ensuring that the team has sufficient capacity to be able to support the process and successfully deliver the streamlined process. It is proposed to complete these preparatory steps in the new year and to implement the process on or before 1 March 2022.
- 5.2 It is difficult to accurately predict what the level of uptake will be once SHP has been launched and in turn, the workload this will generate for the team processing the SHP consents. Positive feedback has been received from community members and those in the local building and development community where this concept has been presented and discussed. The concept attracted positive media coverage from the public workshop and the community meeting held in Shannon June 2021. Off the back of that media coverage, there were several enquiries from outside the district. These were from other councils and those in the housing industry. There have been several early conversations with local landowners who have expressed an interest in being able to pursue this process. A challenge for the internal Council team will be to ensure there is sufficient resource and capacity to be able to match the uptake and ensure a level of service befitting the SHP is delivered (in addition to maintaining service levels for the business as usual consents and queries).
- 5.3 The level of density that could be achieved through this process has potential to be quite a step change to the existing levels of density in the district. The anticipated levels of density are consistent with the national direction for urban development coming out from Central Government. As proposals resulting from the SHP are constructed, it is acknowledged that neighbouring property owners to a SHP development may express concern or surprise at the level of density and type of development that has been consented and that they potentially haven't been considered adversely affected and required to provide written approval. This is anticipated because the community of Horowhenua are very familiar with the existing level of development and are still relatively early in the growth phase that the district is experiencing. The more intensive forms of development usually seen in the bigger centres have not emerged in the district yet. Some of the concern may stem from not having a sound

understanding of the existing District Plan and consenting processes, and what can potentially be approved where the environmental effects are deemed to be less than minor.

- 5.4 The SHP will still require consideration to be given to whether neighbouring properties are adversely affected. There may be occasions, based on the location and type of proposal, the height of the proposal or the level of effects, that the application is limited notified and potentially affected properties are invited to provide their written approval or make a submission.
- 5.5 In line with some of the more recent Central Government direction enabling three storey housing developments, the SHP does not rule out three storey buildings. It is acknowledged that three storey buildings would exceed the current maximum building height of 8.5 metres in the Residential zone. The SHP Application Guide contemplates that as part of delivering higher density development there could be interest in building three storey buildings. The SHP includes a Design Approach that sets out how this could be designed to reduce impacts on neighbouring properties.
- 5.6 Increasing the opportunity for greater housing density will have the potential to see more houses connected to the reticulated wastewater and water supply. It is anticipated that the community will potentially question whether there is capacity in the network and treatment plants in Levin, Foxton, Foxton Beach and Shannon to cope with the extra housing. Officers are satisfied that there is adequate infrastructure capacity to implement the SHP in the same way that residential properties can currently undertake infill subdivision in these areas and connect to the local reticulated network. If there was a significant uptake of the SHP, with the buildings constructed, a potential outcome could be that proposed upgrades to assets may need to be brought forward. Council Asset Managers will continue to monitor the growth rates and network and plant capacity as part of their usual asset management processes.
- 5.7 In endorsing the SHP, there are several aspects where options have been set out below in section 6 of this report for Council to consider and provide a decision. It should be noted that because the SHP is a process and not a formal District Plan change, should something unforeseen arise or a new issue emerge as result of implementing the SHP, it would be a simple process for Council to alter the SHP or terminate the SHP as a pilot if necessary.

6. Options

- 6.1 In preparing this report and seeking Council to endorse the SHP, there are several matters that officers require a Council decision on before finalising the process. These matters include:
 1. The locations within the district that the SHP should apply to.
 2. The Planning fees to be applied for processing a SHP application.
 3. The types of buildings that are eligible to use the SHP.

1. Locations for SHP to apply

The consideration for Council is which location(s) within the Horowhenua District should the SHP apply.

Option 1A. The SHP would apply to:

Levin - the Residential zoned and serviced areas and Medium Density Overlay, but not the Town Centre Pedestrian Overlay and the Levin Future Railway Station precinct.

Foxton Beach - the Residential zoned and serviced areas and Medium Density Overlay.

Foxton – the Residential zoned and serviced area.

Shannon – the Residential zoned and serviced area, but not the Residential zoned area to the northwest of the Railway.

Option 1B. The SHP would apply to:

Levin - the Residential zoned and serviced area within the Medium Density Overlay, but not the Town Centre Pedestrian Overlay and the Future Railway Station precinct.

Foxton Beach - the Residential zoned and serviced area within the Medium Density Overlay.

Option 1C. The SHP would apply to:

Levin - the Residential zoned and serviced areas and Medium Density Overlay, but not the Town Centre Pedestrian Overlay and the Levin Future Railway Station precinct.

- 6.2 The SHP has been developed based on providing for housing development in the Residential zoned and serviced areas of Levin, Foxton, Foxton Beach and Shannon (Option 1A). Other towns and villages in the district were ruled out at this point for the SHP because they did not have full reticulated water and wastewater. The identified locations with full reticulated services are considered to be best suited to accommodating greater housing density in a streamlined context.
- 6.3 It is noted that under the District Plan, medium density development (i.e. three or more residential units) outside the Medium Density Overlay areas would be a non-complying activity. While this should not be seen as a showstopper, it would require applicants for non-complying activities to undertake more detailed assessment of environmental effects than what is drafted in the SHP for other activity types (e.g. Restricted Discretionary Activity). Applicants for non-complying activities would need to provide supporting documentation that demonstrates the application is not contrary to the objectives and policies of the District Plan. In addition, there could also be SHP applications that need to be limited notified if they do not have written approval from potentially affected neighbours.
- 6.4 Option 1A does carve out two areas within Levin that would not be eligible to use the SHP. The first of those is in the Levin Town Centre within the Pedestrian Overlay and the second is the Future Railway Station precinct. These two areas are being 'reserved' for higher levels of density than what is contemplated through the SHP. The Future Railway Station precinct will be specifically considered in the development of the Levin Structure Plan which is a project being undertaken in 2022 as part of the Wellington Regional Growth Framework. While housing development can still be proposed in these areas, it would however not have the benefit of the SHP as it could limit higher levels of density being achieved in those locations later.
- 6.5 In considering the options above, Council should weigh up whether they would prefer that the SHP only apply in the existing Medium Density Areas of Levin and Foxton Beach (Option 1B) where this form of development has been well signaled and contemplated through earlier changes to the District Plan. (Note the Medium Density Overlay was introduced through the District Plan Review and has been operative since 2015, with the Levin Medium Density Overlay area being significantly expanded via Plan Change 2 in 2018). The SHP fits and is very well aligned to the Medium Density Overlay in terms of the outcomes expected. This option would have the effect of limiting the SHP to a relatively small area of the district and therefore the benefits of this process would be available to fewer people and likely lead to fewer houses being delivered.
- 6.6 In considering Option 1C, Council would potentially favour this option if it was concerned that the detailed stormwater information in terms of soakage rates were currently only available through the SHP for Levin. The pre-prepared Engineering solutions include stormwater solutions. Where the soakage rates and engineering solutions are available, it can save the applicant costs and time. Proposals in Foxton, Foxton Beach and Shannon do not have the

identified soakage rates in the SHP so the engineering solutions proposed would need to be based on site-specific onsite tests commissioned by the applicant.

- 6.7 The officer recommendation is Option 1A as it would provide the SHP opportunity to a greater number of landowners and the concerns associated with the Residential areas outside the Medium Density Overlay areas can be appropriately managed on an application-by-application basis.

2. Planning Application Fees

- 6.8 In the public workshop held 30 June 2021 elected members asked officers to explore at least two options for the application fees (fees to the point of a consent decision being issued). These options included a capped consent fee to potentially provide a level of certainty for applicants and the typical consent fee structure of a deposit and an hourly rate calculated on the hours taken to process the consent.

- 6.9 Because the SHP is a new process, there are no SHP examples currently to use as a comparison to understand what typical costs would be. As a proxy and help to come up with a potential capped fee amount, consideration has been given to the residential infill subdivisions of an equivalent scale that were processed during the last financial year (a sample size of 16 applications). The average cost of these applications was \$3,954.

Option 2A

Standard fee arrangement – An application processed as a non-notified consent would be charged a \$2,000 deposit (being the deposit for a non-notified combined land use and subdivision consent) with the total cost then based on the number of hours taken to process the application being charged at the identified hourly rate.

Option 2B

Capped fee arrangement - An application processed as a non-notified consent would be charged a \$2,000 deposit (being the deposit for a combined land use and subdivision consent) with the total cost then based on the number of hours taken to process the application being charged at the identified hourly rate, but would be capped at \$4,500. Meaning an application that was processed faster would pay the incurred cost but an application that took longer to process and cost more than \$4,500 would only pay \$4,500. Council and ratepayers would essentially foot the additional costs.

- 6.10 In directing officers to consider options, Council was interested in exploring whether some certainty could be provided to applicants through the capped fee. There are several parts of the SHP that are expected once up and running to create efficiencies and enable the applications to be processed more efficiently than standard consent applications. On that basis, a \$4,500 capped fee has been proposed as an appropriate starting point without fully understanding the efficiencies or potential complexities that could arise from the SHP proposals. From the sample of infill subdivisions three applications were charged more than \$4,500, with the most expensive being \$8,452 (acknowledging there were some additional complexities with this application). Using this data set as an example, it would have meant that four of the 16 applications would have paid \$4,500 rather than the full amount. The biggest 'discount' provided by Council would have been \$3,952. The total 'discount' for the four applications that went over \$4,500 would have been \$9,495.
- 6.11 Once the SHP has been running and a decent sample size has been obtained, it would be worth considering a fixed fee, which has the benefit of certainty for applicants and requires less administration for Council. At this stage, it is too soon to speculate what an appropriate fixed fee would be. Setting it now has the danger that if it was set too high, applicants could end up paying much more than necessary.
- 6.12 The SHP would involve two meetings before the application is lodged (pre-qualification and pre-application meetings). Under the current Planning Fee structure, the first four hours of pre-application advice are free with the cost of the officer time borne by the council and

ratepayers. The SHP is very clear on the information required to be provided for those meetings and it is anticipated that those meetings would be able to be completed within four hours.

- 6.13 In terms of SHP applications that are limited notified and require a hearing it is proposed that the standard fee arrangement of deposit and hourly rate be used as there has not been enough comparable applications that have gone through to a hearing recently to set an alternative fee. Once there have been some hearings on SHP applications there could be the opportunity to look at a fixed fee or capped fee in the future.
- 6.14 Officer recommendation is Option 2B as it has the benefit of introducing a helpful level of certainty for applicants using this new process for non-notified applications. Planning Fees and Charges will be subject to the annual review and consultation process in the first half of 2022 and further consideration can be given to an appropriate fee type and amount for the 2022/23 financial year.

3. Eligible Building Types

- 6.15 The consideration for Council is what types of building should be eligible to use the SHP.
- Option 3A. The SHP be limited to new builds, yard built relocated buildings and any existing dwelling on the subject site.
- Option 3B. The SHP should apply to all building types with no exemptions.
- 6.16 Without any specific exclusion the process would not limit relocated (second hand) dwellings being part of the proposal. Relocated dwellings of this type would have potential to introduce additional considerations that move the process further from one that can be streamlined (in terms of the assessment and conditions that may be necessary to ensure good design and amenity outcomes) to a more complex process. The SHP requires a landuse consent or a combined subdivision and landuse consent as the building details need to be provided at the time of application to ensure the effects and outcomes can be assessed. This means that the buildings that are to occupy the site are locked in as part of the consent decision and it is not a case that the landowner can get a SHP consent and then later move a relocated dwelling on. If relocated dwellings were to be excluded from the SHP, they would still have the opportunity to pursue the proposal involving relocated dwellings through a standard consent process.
- 6.17 Officer recommendation is Option 3A to exclude proposals involving relocated dwellings (second hand dwellings) from using the SHP. (Note this does not include when the existing dwelling on the site is relocated within the development site.)

7. Cost

The cost of establishing the SHP is funded from within existing budgets. In terms of the costs associated with the implementation and ongoing processing of SHP consent applications, these will be covered by the Planning Fees and Charges that are paid by the applicant.

As this is a new process established after the Planning Fees and Charges were set for the 2021/22 financial year, consideration has been given above to the appropriate fee type to use to cover the costs of processing the consent application with one option including a potential 'discount' through a capped fee. Without knowing the exact level of SHP uptake or the complexity of the applications it is not possible to confirm what the total cost of any discount would be if Council supported this option.

8. Rate Impact

Endorsing this process will not have a rate impact. Setting up the SHP is funded from within existing budgets. The implementation of the process including the processing of consent applications will be covered by the Planning Fees and Charges.

9. Community Wellbeing

The SHP specifically seeks to support community wellbeing through encouraging the delivery of affordable homes where residents live with dignity and experience appropriate amenity in the form of:

- Well-functioning homes with suitably sized and organized spaces
- Appropriate private outdoor amenity with indoor-outdoor flow
- Optimum solar access to key rooms and outdoor spaces
- Adequate vehicle access and parking.

The SHP is a direct response to the local housing challenges and issues as identified in the Housing Action Plan and are aimed at enhancing the community wellbeing of our residents.

10. Consenting Issues

No consents are required as part of endorsing the SHP.

12. LTP Integration

The SHP has been evolved from the work undertaken developing the Horowhenua Blueprint during 2020 and 2021. The Blueprint implementation is identified and funded within years 1 and 2 of the LTP 2021-41 as part of the Representation and Community Leadership budget.

13. Consultation

13.1 The SHP, the initiative arose off the back of community and stakeholder engagement processes associated with the Housing Action Plan. In developing the Housing Action Plan, Council was guided and informed by:

- Local iwi, marae and hapū representatives involved in the Housing forums
- Local Pasifika church leaders and Fale Pasifika Horowhenua through a Pasifika Housing Working Group
- Local developers and builders through a Developers' Working Group
- Council's Community Wellbeing Committee,
- Central government,
- A Youth Empowerment Project, and
- Non-Governmental Organisation representatives involved in the Housing forums.

13.2 Council held a public workshop on 30 June 2021 to discuss the SHP initiative and provide direction to officers in developing the process.

13.3 As the SHP and associated documentation has been developed, Council officers have worked with potential end users (local surveyors, builders and developers) to test and refine the information and identify practical solutions to achieve a streamlined process.

13.4 As the SHP is not a change to the District Plan, implementing the SHP does not require any statutory consultation or engagement to be undertaken.

13.5 Although the builders and developers will be the most regular users of the SHP, the SHP will also offer new and additional opportunities to landowners who may be contemplating development or looking for opportunities to downsize. For some the SHP will make development feasible where previously it may not have been. Prior to launching and going live with the SHP, further communication and engagement will be undertaken to publicise the

opportunity.

14. Legal Considerations

- 14.1 The SHP is not a District Plan Change, with the existing operative District Plan rules remaining unchanged at this point. The SHP is a pilot process that will trial a new streamlined pathway for certain housing developments where Council has already undertaken a level of design and technical work to support the SHP applications.
- 14.2 Given this is a departure from current processes, and carries some risks, officers have been assisted by Council's legal advisors in preparing and reviewing both the SHP documentation and process.
- 14.3 Because the SHP is not a District Plan change there is no statutory requirement to publicly notify or consult on the new process. Once the pilot period is complete, if there is an appetite to progress this initiative as a formal change to the District Plan then the process would need to follow the legislated process of the First Schedule of the Resource Management Act.

15. Financial Considerations

The financial impacts of endorsing the SHP have been covered above in section 6 of this report.

16. Iwi Considerations

The SHP provides a new pathway for consenting housing within the existing residential zone areas of Levin, Foxton, Foxton Beach and Shannon. As such there are no specific iwi considerations arising from endorsing the SHP. To be able to use the SHP applicants need to be able to confirm that the site of the proposed development does not contain any listed historic heritage building or structure, or archaeological item or feature. Where a site does contain such a feature then the standard consent process would be followed and consideration would be given to whether iwi needed to be consulted as part of the consent process.

17. Climate Change Considerations

The SHP as proposed applies to the existing residential zoned and serviced areas of Levin, Foxton, Foxton Beach and Shannon. The existing zone entitles landowners to a level of residential development that can be undertaken. The SHP encourages use of the existing urban footprint. As such endorsing the SHP does not have any specific Climate Change implications.

18. Environmental Considerations

The environmental considerations have been considered in developing the SHP. In particular the consideration of the key provisions that need to be complied with, those where some flexibility has been applied and those where more restrictive provisions (than the current District Plan) have been added into the SHP. The SHP has been designed in keeping with the intent of the District Plan and seeks to set standards for landuse and development that keep environmental effects to an acceptable level.

19. Health & Safety Considerations

There is no Health & Safety impact resulting from endorsing the SHP.

20. Other Considerations

- 20.1 The SHP has been developed in the context of the National Policy Statement on Urban Development and has been further supported (in terms of direction) by the Housing Supply Bill. Through these documents Central Government has provided a strong signal about its

expectations of enabling and encouraging higher levels of housing density than what has been traditionally enabled through District and City Plans across the country. The Bill requires Councils to apply Medium Density Residential Standards by August 2022 that allow people to develop up to three homes of up to three storeys on most sites without the need for a resource consent. The Housing Supply Bill as consulted on, essentially prevents neighbouring property owners from restricting or constraining housing development of this nature by not requiring resource consent.

- 20.2 Why is the SHP needed in Horowhenua if the Housing Supply Bill is going to mandate Councils to provide for a specific level of housing density? As drafted the Housing Supply Bill would only mandate Tier 1 and 2 Councils to do this. Horowhenua District Council due to its urban size, is Tier 3 and therefore is not subject to the proposed mandate. If the Housing Supply Bill does go ahead it could see the Councils in the Wellington region to the south of Horowhenua and Palmerston North to north, all mandated to enable this level of Medium Density development without requiring resource consent.
- 20.3 The SHP has taken a more refined approach to this matter and has considered and tested the potential environment effects on neighbouring property owners through extensive housing designs, to identify levels of development that could occur on a residential site while internalising the environmental effects to the development site, thereby minimizing any effects on the neighbouring properties. The SHP identifies design approaches that if complied with, provide the applicant with the potential to avoid adverse effects on the neighbouring properties and therefore avoid the need for the application to be notified or limited notified.
- 20.4 The SHP is considered to be well aligned with the national direction coming from Central Government, albeit with a more refined and bespoke approach. The SHP approach is tailored to the Horowhenua context to ensure that good housing outcomes and amenity is achieved through this process.

21. Next Steps

Following Council's endorsement of the SHP, officers would continue to prepare for the implementation and official launch of the process in 2022. There are several preparatory steps that need to be undertaken to ensure that Council officers are ready to be able to 'go live' with the SHP and be able to keep up with the level of interest that may be generated by this new opportunity.

22. Supporting Information

Strategic Fit/Strategic Outcome					
Decision Making					
Consistency with Existing Policy					
Funding					
Risk Area	Risk Identified	Consequence	Likelihood	Risk Assessment (Low to Extreme)	Managed how

Strategic	NA				
Financial	NA				
Service Delivery	High level of uptake of the SHP making it difficult for officers to keep up with the SHP applications and also deliver the business as usual consent processes and queries.	Moderate	Likely	Significant	Hold off the implementation and Go live of the SHP until sufficient internal staff have been trained and processes are in place. Also train several external consultant planners so there is the ability to draw on support from consultants when the number of applications is too high to be managed internally.
Legal	The SHP is not managed appropriately and consents are not processed in a legally compliant way leading to a complaint or legal challenge.	Minor	Unlikely	Low	Officers will ensure that for applications are processed to be legally compliant and that SHP applications that are for non-complying activities have an appropriate level of assessment to match the activity status.
Reputational	Council endorse the SHP and then when SHP developments are constructed and nearby property owners complain to Elected Members about	Minor	Unlikely	Low	The SHP is a pilot process and will have the ability to be monitored as applications are processed. Elected members can be kept informed of the

	the new developments with Council then not supporting the SHP and backing out of the SHP due to public complaints about the change in housing density.				SHP applications approved so they are forewarned ahead of any potential public complaints. The SHP pilot provides the benefit of enabling the SHP to be tested before it becomes a formal change to the District Plan.
--	--	--	--	--	--


Confirmation of statutory compliance



In accordance with section 76 of the Local Government Act 2002, this report is approved as:

- a. containing sufficient information about the options and their advantages and disadvantages, bearing in mind the significance of the decisions; and,
- b. is based on adequate knowledge about, and adequate consideration of, the views and preferences of affected and interested parties bearing in mind the significance of the decision.

23. Appendices

No.	Title	Page
A	Streamlined Housing Process Application GUIDE - December 2021	72
B	Streamlined Housing Process B Application FORM - December 2021	114

Author(s)	David McCorkindale Group Manager - Customer & Strategy	
-----------	--	---

Approved by	David McCorkindale Group Manager - Customer & Strategy	
	David Clapperton Chief Executive	

Streamlined Housing Process

Horowhenua District Council



December 2021

APPLICATION FOR A STREAMLINED HOUSING PROCESS RESOURCE CONSENT

Streamlined Housing Process

Part A. Application Guide

About this guide

This document provides information and guidance on how to go about making an application for a resource consent under the Horowhenua District Council's Streamlined Housing Process (SHP) initiative. It presents a step-by-step process and the matters to consider and information to produce under each step.

This guide is additional to the *SHP Application Form* and the conventional *Form 9 Application for Resource Consent* that both need to be filled in and provided with any application under the SHP initiative.

Note: This process covers resource consent applications. There is a separate process for building consents as specified by the Building Act 2004.

Background

Like many parts of New Zealand, the Horowhenua District is experiencing a shortage of houses, making housing increasingly unaffordable. At the same time, household sizes are getting smaller, resulting in under-utilised larger dwellings. The opportunities to trade down or enter the market at the lower end are limited, leaving little or no pathway for many in the community. The provision of social housing, while welcomed, will not be of a significant scale to help with affordability in the short term.

Streamlined Housing Process

To address this situation, the Horowhenua District Council (Council) has launched the SHP initiative. The initiative aims to minimise costs and uncertainties of the resource consent process, by enabling a streamlined process for moderate to medium density infill housing, consisting of mostly single and double-storey dwellings. This is based on the following key urban design principles:



SHP aims to create residential developments that seamlessly fit into the existing streetscape, which features mostly single-storey dwellings with spacious front yards, through minimum setback distances, stepped height controls and active frontage requirements.

APPLICATION FOR A STREAMLINED HOUSING PROCESS RESOURCE CONSENT



SHP aims to create attractive and functional residential environments with an appropriate neighbour interface through height limits, minimum setback distances and building height in relation to boundary controls.



SHP aims to create homes with good indoor and outdoor amenity, through provisions for the sizes and locations of outdoor courts and minimum building separation distances.

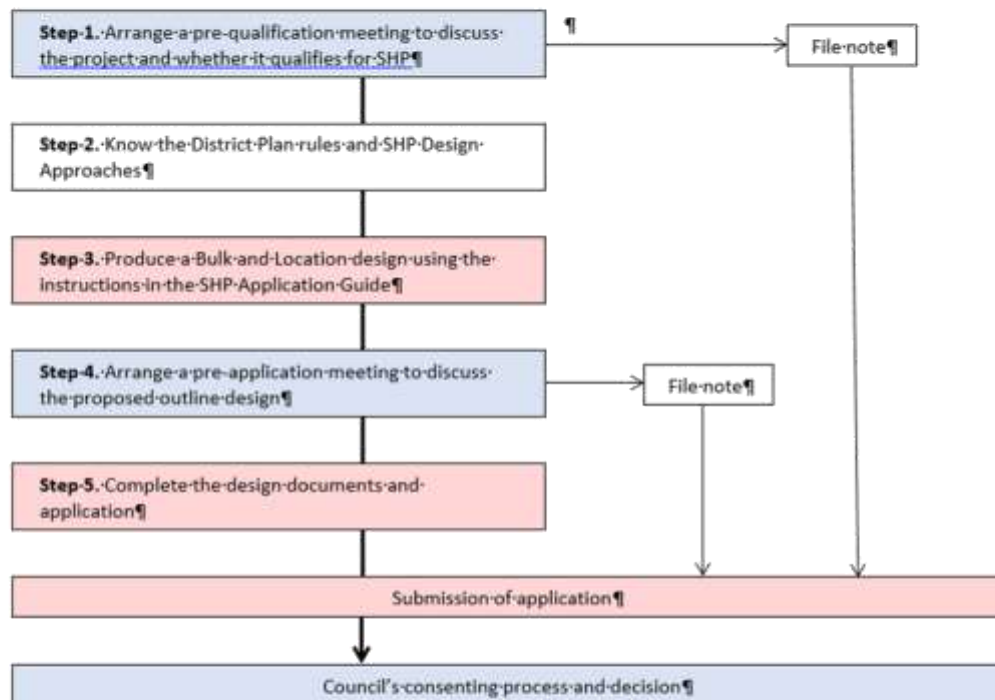
The SHP initiative also assists with housing affordability by providing a series of preferred 'Design Approaches', pre-prepared engineering solutions and a draft Assessments of Environmental Effects that enable a streamlined pathway through a number of density rules. Through addressing minimum lot sizes, the SHP initiative also promotes the development of smaller dwellings. Although the Council cannot guarantee a successful outcome, it assumes it will be able to support a non-notified consent process for controlled and restricted discretionary activity applications that comply with the SHP Design Approaches because the effects will be less than minor. While the SHP is available to non-complying activities the applicant will need to provide additional assessment against the relevant objectives and policies of the District Plan and a notification decision for these applications will be carefully considered.

By identifying some standard engineering solutions for stormwater etc. this process also aims to streamline the design process and cut down the discussions with Council officers on engineering matters for these types of developments.

APPLICATION FOR A STREAMLINED HOUSING PROCESS RESOURCE CONSENT

The SHP will initially be a pilot process and used to test the provisions included in the SHP and the outcomes delivered. Learnings from this initiative will be taken into account during the development of future plan changes. At a future stage, the process may be expanded to include high-density areas, especially those associated with the town centre and the walkable catchment around the Levin railway station. Council reserves the right to revoke the pilot process if it considers the SHP is not achieving the desired outcomes or would be better served by a formal change to the District Plan.

How the SHP works



Note: Once the application is submitted, it will be allocated to a Council planning officer for processing. The approximate processing timeframe for SHP-compliant applications is 20 working days where all the necessary information is provided. However, depending on the scale and complexity of the application, the actual processing time may vary.

These steps are explained in more detail below.

APPLICATION FOR A STREAMLINED HOUSING PROCESS RESOURCE CONSENT

1



ARRANGE A
PRE-
QUALIFICATION
MEETING

APPLICATION FOR A STREAMLINED HOUSING PROCESS RESOURCE CONSENT

Step 1: Arrange a pre-qualification meeting

How to request a pre-qualification meeting

Contact the Council via:

- Email: planningenquiries@horowhenua.govt.nz
- Phone: 06 366 0999

The pre-qualification meeting

The applicant will meet with a Council officer to discuss their proposal, prior to undertaking the design work. The purpose of the pre-qualification meeting is to, at the earliest stage, provide the applicant clarity regarding the eligibility of their proposal. This is to avoid any misunderstanding and enable specific guidance on the next steps to be provided. The pre-qualification meeting will likely take one hour.

Pre-qualification criteria

The following pre-qualification criteria apply:

- The application must be either a land use or a combined land use and subdivision consent application. It cannot be an application for subdivision only.
- The application must result in a net increase of dwellings on the subject site.
- The application must be for new build dwellings only (including new yard built), with the exception of an existing dwelling on the site that may be repurposed as part of the proposal.
- The application site can be up to 2000sqm. *(For sites larger than 2000sqm consider the Integrated Residential Development provisions in the District Plan)*
- The site must be located in the Residential Zone in Levin, Foxton, Foxton Beach, or Shannon, including the Medium Density overlay in Levin and Foxton Beach (refer to [Figure 1-1](#), [Figure 1-2](#), [Figure 1-3](#), [Figure 1-4](#) below).
- The site must be located outside the Levin Town Centre Pedestrian Overlay (A) and the future railway station precinct (B) (refer to the areas marked on [Figure 1-1](#) below) for which higher density development is anticipated.
- In Shannon, the site must be located on the south-eastern side of the railway line, as the area on the north-western side (refer to the areas marked on [Figure 1-4](#) below) has a much larger minimum lot size.
- The application must be a residential development with no non-residential component (e.g. retail, commercial, industrial).
- The site must not accommodate any listed Historic Heritage building or structure, or archaeological item or feature.
- The site must not be subject to the following overlay or control in the District Plan:
 - Low density residential area
 - Land subject to possible subsidence
 - Coastal natural character and hazard area
 - Flood hazard area
 - Any designation where the requiring authority has not given written approval for the proposal.

The site's proximity to a public park or reserve provides additional support for a site's intensification, as this open space would complement the likely smaller, private open spaces on the site.

Pre-qualification meeting file note

At the conclusion of the meeting, a file note will be prepared, signed by the applicant and Council planning officer. This note will need to be appended to the application by the applicant.

APPLICATION FOR A STREAMLINED HOUSING PROCESS RESOURCE CONSENT

Meeting attendants

The applicant and any of their consultants should attend the meeting. The Council will be represented by a consent planner.



Figure 1-1. In Levin the SHP initiative applies in the Residential Zone and Medium Density Overlay, but not the Town Centre Pedestrian Overlay (A) and the future railway station precinct (B).

APPLICATION FOR A STREAMLINED HOUSING PROCESS RESOURCE CONSENT



Figure 1-2. In Foxton Beach the SHP initiative applies in the Residential Zone and Medium Density Overlay.



Figure 1-3. In Foxton the SHP initiative applies in the Residential Zone.

APPLICATION FOR A STREAMLINED HOUSING PROCESS RESOURCE CONSENT



APPLICATION FOR A STREAMLINED HOUSING PROCESS RESOURCE CONSENT

Pre-qualification meeting file note

To be submitted with the SHP application

Application details

Application number: _____

Applicant name and address: _____

Site address: _____

Commitment to the full set of design approaches

Applicants cannot 'pick and mix' the SHP Design Approaches.

Tick to confirm the applicant's commitment to the full set of SHP Design Approaches.

- ☐ I understand that the application must comply with the full set of SHP Design Approaches to be able to qualify for the SHP application process.

Pre-qualification criteria

The application must meet the following criteria (tick the boxes to confirm):

- ☐ The application is either a land use application or a combined land use and subdivision consent application.
- ☐ The application will result in a net increase of dwellings on the subject site.
- ☐ The application is for new build dwellings only (this can include yard built), with the exception of an existing dwelling on the site.
- ☐ The application site is no more than 2000sqm.
- ☐ The site is located in the Residential Zone in Levin, Foxton, Shannon, or Foxton Beach (including its Medium Density overlay).
- ☐ The site is located outside the Levin Town Centre Pedestrian Overlay and the future railway station precinct (refer to the areas marked on [Figure 1-1](#)).
- ☐ The site is located outside the area to the northwest of the railway line in Shannon Town Centre where much larger minimum lot sizes are required (refer to the areas marked on [Figure 1-4](#)).
- ☐ The application is for a residential activity with no non-residential component.
- ☐ The site does not accommodate any listed Historic Heritage building or structure, or archaeological site.

The site is not subject to the following overlay or control in the District Plan (tick the boxes to confirm):

- ☐ The site is not located in a Low-density residential area.
- ☐ The site is not subject to possible subsidence.
- ☐ The site is not in a coastal natural character and hazard area.
- ☐ The site is not in a flood hazard area.
- ☐ The site is not subject to any notice of requirement or designation unless written consent is obtained from the relevant requiring authority.

APPLICATION FOR A STREAMLINED HOUSING PROCESS RESOURCE CONSENT

List issues in the application that need addressing before submitting the application for lodgement:

Issue 1:

Issue 2:

Issue 3:

Attendance

Applicant Name: _____

Council Representative name: _____

Date: _____

Working Draft

APPLICATION FOR A STREAMLINED HOUSING PROCESS RESOURCE CONSENT



KNOW THE
RULES

APPLICATION FOR A STREAMLINED HOUSING PROCESS RESOURCE CONSENT

Step 2: Know the rules

Approach

The SHP initiative is aimed at delivering affordable homes where residents can live with dignity, and experience appropriate amenity in the form of:

- Well-functioning homes with suitably sized and organised spaces.
- Appropriate private outdoor amenity with indoor-outdoor flow.
- Optimum solar access to key rooms and outdoor spaces.
- Adequate vehicle access and parking.

To streamline the planning and development process and encourage the uptake, the following approach applies:

Greater flexibility in relation to provisions – to achieve affordability

For an SHP proposal, the Council considers less weight needs to be applied to the following matters of discretion: [Note: Further consideration is required for those proposals that would be deemed to be a non-complying activity under current rule framework]

- More dwellings per site, smaller sites, and more coverage.
- Three-storey buildings that comply with the existing height in relation to boundary control will be assessed with neighbours' consent.
- Smaller minimum spaces between buildings.
- More compact outdoor spaces.

Key provisions to comply with – to respect the neighbours

The following controls are retained and must be complied with:

- Height in relation to boundary controls.
- Boundary setbacks.
- Front yards.
- Parking requirements.

More restrictive provisions – to complement the street

Most existing residential streets comprise single-storey buildings set further back than the front yard requirement, being 4m. The resultant streetscape is spacious and typified by the large private front yards with a mixture of planting and fences.

While new double-storey buildings that are located at 4m from the street boundary are currently permissible, SHP seeks to moderate the intrusion of new buildings to ensure any change of character is not discordant, especially as new development may be denser (due to the breach of several onsite provisions), in sporadic locations and not contiguous. The approach is:

- For new double-storey buildings to be stepping back from the street further, and three-storey development even further.
- To maintain front yard conditions, which prohibit structures but allow for some parking in this area in a controlled manner.

Agreed technical solutions – to simplify the process

The SHP initiative includes the provision of standard technical solutions for typical SHP projects. These relate to:

- Accessway and lighting.

APPLICATION FOR A STREAMLINED HOUSING PROCESS RESOURCE CONSENT

- Vehicle manoeuvring.
- Stormwater and wastewater.
- Water and fire services.

The SHP approach to Assessments of Environmental Effects (AEEs)

As required by clause 6 and clause 7 of Schedule 4 of the Resource Management Act 1991 (RMA), the resource consent application must include an assessment of environmental effects (AEE).

To assist applicants with the resource consent application, each SHP Design Approach offers draft AEE wording, which may be used by the applicant. These AEE inserts are formulated on the basis that the application conforms to all the SHP Design Approaches. The AEE has been developed for controlled or restricted discretionary activities. Any applications for non-complying activities will require additional assessment, and assessment against the objectives and policies of the District Plan.

APPLICATION FOR A STREAMLINED HOUSING PROCESS RESOURCE CONSENT

SHP Design Approaches

An application must comply with the full set of SHP Design Approaches to be able to qualify for the SHP application process. The following parts (A to I) are those Design Approaches.

A. Lot and site sizes

A1. Number of residential dwelling units and family flats

There is no maximum number of dwelling units and / or family flats per site.

Commentary

The design approach is for the maximum number of dwellings that may be built on a site to be determined by the key amenity-related requirements resulting in:

- Less than minor effects on the neighbours.
- Appropriate living conditions on the site, including for outdoor spaces, solar access, parking, and vehicle manoeuvring.
- Sufficient separation between dwellings.
- No more than minor adverse impacts on the character of the street.

Existing District Plan rule reference

15.6.1 Number of residential dwelling units and family flats

- Up to two dwelling units per site, or
- One dwelling unit, and one family flat of up to 50m² plus a covered verandah up to 10m².

A2. Subdivision

For this process subdivision is only permissible in conjunction with a Land Use Consent.

A3. Minimum lot sizes

There is no minimum lot size.

B. Bulk and location

The following diagrams (Figures B1 and B2) illustrate the design approaches for SHP's single as well as double (or multiple) lots; and they bring

together:

1. Maximum building height.
2. Building height in relation to side and rear boundaries.
3. Building height in relation to the street boundary.
4. Building setbacks from side and rear boundaries.

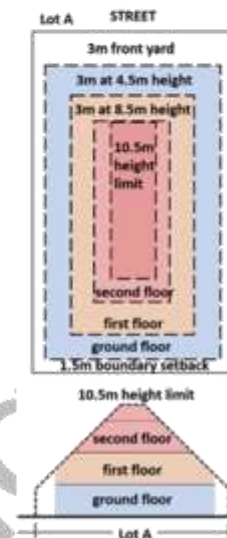


Figure B1. Typical single lot bulk and location constraints.

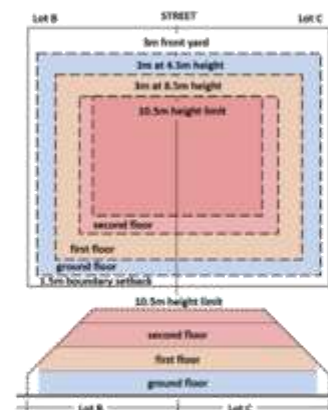


Figure B2. Typical double (or multiple) lot bulk and location constraints.

APPLICATION FOR A STREAMLINED HOUSING PROCESS RESOURCE CONSENT

B1. Maximum building coverage

There is no maximum building coverage requirement or limit on hardstand areas.

Commentary

The boundary and street setbacks, open space requirements and minimum accessway dimensions will naturally determine the building coverage or footprint. Stormwater requirements will appropriately manage runoff resulting from building coverage and hardstand areas.

Existing District Plan rule reference

15.6.7 Maximum building coverage

- Sites greater than 500m²: maximum 35% building coverage
- Sites smaller than 500m²: maximum 40% building coverage
- No limit on hardstand.

15.8.7.(b)(viii) Medium density overlay
Maximum 50% building coverage.

B2. Maximum building height

One- or two-storey buildings shall not exceed 8.5m in height. Three-storey buildings shall not exceed 10.5m in height, while written approval is required from all adjacent neighbours. The consent form can be found here: [\[\[website link\]\]](#).

Commentary

8.5m is the current double-storey height limit. While 10.5m height will enable three-storey residential developments, this will rarely occur. For SHP redevelopment of typical single residential lots these requirements will generally limit outcomes to two storeys. Where two or more typical residential lots are combined, the Design Approach will enable three storeys only in the centre of the lot. This is due to the:

1. 'Building height in relation to side and rear boundaries' approach which maintains the 45° recession plane away from adjoining sites.
2. 'Building height in relation to street boundary' approach which prevents three-storey development within 9m from the street

boundary.

Compliance with this approach will ensure less than minor effects on neighbours, and no more than minor adverse effects on the character of the street.

Existing District Plan rule reference

15.6.2 Maximum building height

- 8.5m for dwelling
- 4.5m for accessory buildings

B3. Building height in relation to side and rear boundaries

The current 2.7m + 45° (side and rear boundaries) rule shall apply.

Commentary

This recession plane results in a 6m building (assuming a flat site) to be located at least 3.3m from the boundary, a 9m building to be located at least 6.3m from the boundary and a 10.5m building to be located at least 7.8m from the boundary, albeit that roof shapes will, to a limited degree, influence these distances.

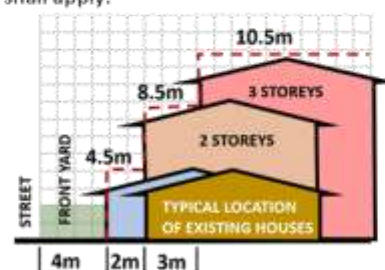
Existing District Plan rule reference

15.6.3 Daylight Setback Envelope

- 2.7m + 45° (side and rear boundaries)

B4. Building height in relation to street boundary

Any residential building within 6m from the street boundary shall be no higher than 4.5m. Any residential building within 9m from the street boundary shall be no higher than 8.5m. Beyond the 9m setback the maximum building height limit shall apply.



APPLICATION FOR A STREAMLINED HOUSING PROCESS RESOURCE CONSENT

Figure B4. Building height in relation to street boundary.

Commentary

This approach will achieve the following:

- Ensure visual effects from new double-storey developments are no more than minor as new dwellings are unlikely to be forward of the general location of existing dwellings (see diagram above), without loss of dwelling numbers.
- Compensate for having no minimum lot size.
- Set up parameters to appropriately manage visual effects from three-storey development.

B5. Building setbacks from side and rear boundaries

Any building shall be set back from side and rear boundaries by at least 1.5m.

Commentary

This applies to all side and rear boundaries. The choice of one boundary (as in the Medium Density overlay) can be seen as arbitrary and a consistent approach to all boundaries will address this.

This Design Approach is the same regardless of whether a building is a primary building or an accessory building and will ensure effects on adjoining neighbours are less than minor.

Existing District Plan rule reference

15.6.4 Building Setback From Boundaries

- 1.5m for all other boundaries
- 1m for accessory buildings

15.8.7(b)(iii) (in the Medium Density Overlay only)
No closer than 3m on one external side (or rear) boundary and 1.5m on all other boundaries.

B6. Balcony setbacks from side and rear boundaries

1. First-floor balconies shall be set back from side and rear boundaries by at least 3.5m.
2. Second-floor boundaries shall be within the height in relation to boundary setback specified in District Plan rule 15.6.3 Daylight Setback Envelope ($2.7m + 45^\circ$).

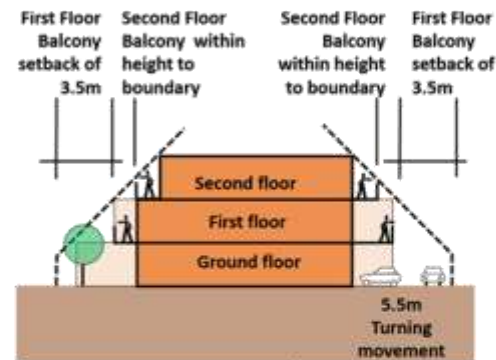


Figure B6. Balcony setbacks from side and rear boundaries.

Commentary

A balcony setback maintains residential privacy and amenity for both the neighbours and dwellings on the site, resulting in less than minor effects on neighbouring properties.

In combination with other bulk and location standards, this SHP Design Approach mitigates the effects of increased building height on neighbouring properties, in particular in relation to privacy and outlook.

B7. Building setback from front boundary

Any building shall be set back from the front or street boundary by at least 4m.

Commentary

This front yard dimension is accompanied with a new height limit of 4.5m for the first 2m beyond the front yard. Therefore, multi-storey buildings will be permissible at least 6m from the street boundary. The stepped front yard will maintain the existing streetscape character, sense of community and pedestrian amenity.

Existing District Plan rule reference

15.6.4(a) Building Setback From Boundaries

- 4m front yard

B8. Separation distance between detached residential dwelling units on the same site

APPLICATION FOR A STREAMLINED HOUSING PROCESS RESOURCE CONSENT

The following minimum separation distances apply between residential dwelling units on the same site:

1. To avoid confusion, attached dwellings are permissible (A and B in the diagram below).
2. A minimum distance of 2m shall be provided between two dwellings on the site in the situation that this space is evenly divided (1m each) between the two lots on either side (B and C).
3. A minimum distance of 1.2m shall be provided between two dwellings on the site in the situation that this space belongs to only one of the lots (C and D).
4. A minimum distance of 2.0m shall be provided between two dwellings on the site in the situation that this space belongs to only one of either lots and the only window of a living space or primary bedroom faces this separation space (D and E).

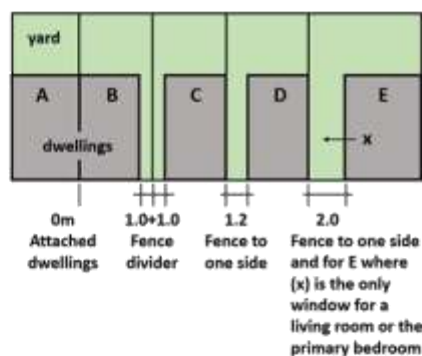


Figure B8. Separation distance between detached residential dwelling units on the same site.

Existing District Plan rule reference

15.6.5 Separation Distance Between Detached Residential Dwelling Units

- Minimum distance of 3m

B9. Accessory building size

The current rule 15.6.8 related to accessory buildings shall apply.

Existing District Plan rule reference

15.6.8 Accessory Buildings

- Sites less than 710m²: maximum 60m²
- Sites between 710m² and 1000m²: 8.5% of the net site area

- Sites greater than 1000m²: maximum 85m²
- Accessory buildings shall not project forward of a principal residential dwelling unit on any front or corner site

Except:

- Where there is no demonstrable area to the side or rear of a principal residential dwelling unit to accommodate an accessory building, maximum 36m² is permitted forward of the principal residential unit
- On sites less than 330m² the maximum gross floor area of all accessory buildings shall not exceed 36m²

B10. Outdoor courts

Dwellings with living rooms (lounge, dining, or kitchen) at ground level shall have an outdoor court that meets the following requirements:

1. At least 17m² in area, containing a 3.5m diameter circle and with a minimum dimension of 1.5m.
2. Located to the north, west or east of the dwelling. One in four outdoor courts may be exempt from this.
3. Must be more than 1.5m away from the southern façade of the neighbouring building.
4. Accessed directly from a living room.
5. Kept free of access to other units and dedicated utility space.



Figure B10. Outdoor court requirements.

Existing District Plan rule reference

15.6.6 Private Outdoor Living Area

Sites 330m² or greater shall have a private outdoor living area which is at least 40m² in area and capable of containing a circle 4m in diameter that is oriented to the east, west, or north of the unit and directly connects to a main living area.

APPLICATION FOR A STREAMLINED HOUSING PROCESS RESOURCE CONSENT

Sites smaller than 330m² shall have a private outdoor living area which is at least 20m² in area, and capable of containing a circle with a 2.5m diameter that is oriented to the east, west or north of the unit and directly connects to a main living area.

Medium density overlay:

- Ground floor units: minimum 20m² containing a 2.5m diameter circle;
- Directly accessible from the main living area of the residential unit;
- Kept free of access to other units and dedicated utility space.

B11. Balcony size, location and design

Dwellings with living rooms (lounge, kitchen or dining) at first or second floor level shall have a balcony that meets the following requirements:

1. For studio and one-bedroom dwellings: at least 5m² and containing a 1.2m minimum dimension.
2. For dwellings with two or more bedrooms: at least 7m² and containing a 1.6m minimum dimension.
3. Located to the north, west or east of the dwelling. One in four balconies may be exempt from this rule.
4. Accessed directly from a living room.
5. Have visually impermeable balustrades or screens to prevent being looked through.
6. Are separated from adjacent balconies by visually impermeable screens to provide privacy between balconies or neighbouring rooms.

Existing District Plan rule reference

15.6.6 Private Outdoor Living Area

Sites 330m² or greater shall have a private outdoor living area which is at least 40m² in area and capable of containing a circle 4m in diameter that is oriented to the east, west, or north of the unit and directly connects to a main living area.

Sites smaller than 330m² shall have a private outdoor living area which is at least 20m² in area, and capable of containing a 2.5m diameter circle, that is oriented to the east, west or north of the unit and directly connects to a main living area.

Medium density overlay:

- Above ground units minimum 15m², containing a 2.5m diameter circle;
- Directly accessible from the main living area of the residential unit;
- Kept free of access to other units and dedicated utility space.

C. Dwelling design

C1. Living room windows facing the street

Proposed dwellings shall accommodate at least one living room (lounge, dining or kitchen) window facing the street. The window shall be at least 1.5m² and have a sill height of no more than 1.2m from the floor level.

Commentary

The purpose of this design approach is to ensure that a visual connection with the street is established, which will provide security through passive surveillance, greater community cohesion through a sense of being connected with the neighbourhood, and a more attractive streetscape due to the presence of attractive street elevations that feature an appropriate balance between solid and void.

D. Outdoor elements

D1. Fences and walls

1. Fences, walls or hedges located between the street boundary and the dwelling(s) located closest to the street, whether on a side boundary (A in the diagram below) or on a front boundary (B), shall be no higher than 1.2m. This rule does not apply to the following:
 - a. Pre-existing legally established fences, walls and hedges.
 - b. In the case the existing dwelling located on the street side is retained and its main private open space cannot be located to the rear or side, a fence, wall or hedge located between the house and the street can be up to 1.5m in height and no more than 4m long, measured along the street boundary. It shall also be set back from the street boundary by at least 1m.
2. Fences or walls located behind the front of the

APPLICATION FOR A STREAMLINED HOUSING PROCESS RESOURCE CONSENT

dwelling(s) closest to the street shall be no taller than 1.8m, whether located between two lots on the site (C) or between the site and its neighbour (D). This rule does not apply to legally established pre-existing fences and walls on the site.

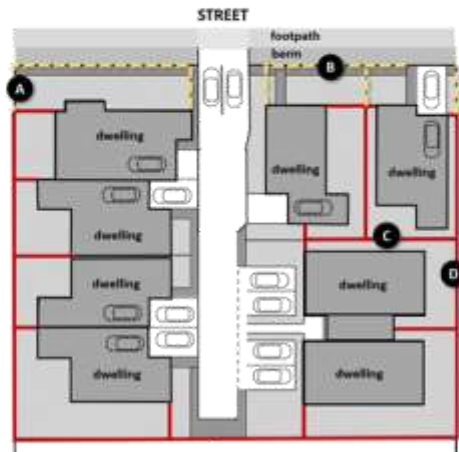


Figure D1. Height requirement for fences and walls.

Commentary

This design approach ensures that a visual connection with the street is established, which will provide greater community cohesion through a sense of being connected with the neighbourhood, security through passive surveillance, and a more attractive streetscape not dominated by tall walls and fences. Exception (1b) ensures that the front house can be re-purposed and an appropriate balance between open space privacy and passive surveillance be struck.

Existing District Plan rule reference

15.6.9 Fencing

Front boundary:

The maximum height of a fence or wall sited on the boundary or within 1m from the boundary shall be either 1.5m or 2m where at least the upper 0.5m of the fence is at least 50% transparent.

Other boundaries:

The maximum height of a fence or wall sited on the boundary or within 1m from the boundary shall not exceed 2m.

D2. Rubbish collection

An area set aside for rubbish collection of sufficient size (0.6m x 0.6m for each dwelling unit) and located in or near the road reserve shall be indicated on the application plans.

All dwellings shall have a screened storage area for rubbish bins.

Existing District Plan rule reference

15.6.21 Wastes Disposal

All wastes (including sewage, effluent, and refuse) that are generated or stored on any site shall be collected, treated, and disposed of in a manner that avoids any significant adverse effects or nuisance for adjoining properties.

D3. Letterboxes

An area for letterboxes that is of sufficient size and located near the entry of the site shall be indicated on the application plans.

E. Access and other movement

E1. Maximum private accessway (or driveway) length and minimum width

An accessway shall be no longer than 50m and serve 12 dwellings or less. The minimum widths shall be as follows:

1. For up to 6 dwellings a 3.5m legal width, with 3m formed and sealed, accessway shall be provided (see A on Figure E1A).
2. Where an existing house is retained, the accessway shall have a minimum legal, formed and sealed width of 2.7m (see D on Figure E1B) measured from the eaves, including gutter, provided:
 - a. It is only for the length of the house, whereafter it reverts to 3.5m legal width (as A).
 - b. No doorways open onto the accessway.
3. For more than 6 and up to 12 dwellings:
 - a. For up to 6 dwellings furthest from the street a 3.5m legal width, with 3m formed and sealed, accessway shall be provided (see A on Figure E1A).
 - b. For between 7 and 12 dwellings closest to

APPLICATION FOR A STREAMLINED HOUSING PROCESS RESOURCE CONSENT

the street a 5.5m legal width, with 4.5m formed and sealed, accessway shall be provided (see B on Figure E1A).

- c. For the first 8m, measured from the back of the public footpath, a 6m legal width, with 5m formed and sealed, accessway shall be provided (see C on Figure E1A).



Figure E1A. Maximum accessway length and minimum width.



Figure E1B. Minimum accessway width when the existing house is retained.

Existing District Plan rule reference

21.1.7(b) Alignment of Roads

- 3m legal (2.5m formed and sealed) for 1 lot
- 3.5m legal (3m formed and sealed) for up to 3 lots
- 5m legal (4m formed and sealed) for 4 or more lots
- Maximum length 50m

Also used (based on Council SDPR and Eng. Appendix; NZs4404; NZs2890):

- 3m legal (2.5m formed and sealed) for 1 lot

- 3.6m legal (3m formed and sealed) for up to 6 lots
- 6m legal (5m formed and sealed) for 7-12 lots
- Maximum length 50m

E2. Vehicle manoeuvring

All vehicle manoeuvring shall comply with Table and Figure E2 below.

Car parking angle	Width of parking space	Depth of parking space		Manoeuvring space behind carpark (3)	Total
		From wall (1)	From kerb (2)		
90°	2.4	5.0	4.0	7.1	12.1
	2.5			6.7	11.7
	2.6			6.3	11.3
	2.7			5.9	10.9
75°	2.5	5.2	4.2	6.3	11.5
	2.6			5.2	10.4
	2.7			4.2	9.4
60°	2.5	5.2	4.2	4.1	9.3
	2.6			3.5	8.7
	2.7			3.3	8.5
45°	2.5	5.0	4.2	3.0	8.0
	2.6			3.0	8.0
	2.7			3.0	8.0
30°	2.5	4.0	3.4	2.8	6.8
	2.6			2.8	6.8
	2.7			2.8	6.8
0° (parallel) (4)	6.0	2.4	2.1	3.7	-

Notes:

All dimensions (other than angles) are in metres.

(1) Where a parking space adjoins a wall or high kerb that does not allow vehicles to overhang.

(2) Kerb overhang. Applies where a vehicle may overhang the end of a space, provided that the first 1m immediately behind the space is unobstructed and does not form part of another parking or loading space or is not required as part of pedestrian walkway or footpath. Wheel stops are required where a parking space would otherwise overhang onto a pedestrian walkway or footpath.

(3) One-way traffic is assumed for all angled parking spaces, excluding car parking at a 90-degree angle.

(4) Where a parallel end space has direct access through the end of the space, the depth of space can be reduced to 5.4m.

APPLICATION FOR A STREAMLINED HOUSING PROCESS RESOURCE CONSENT

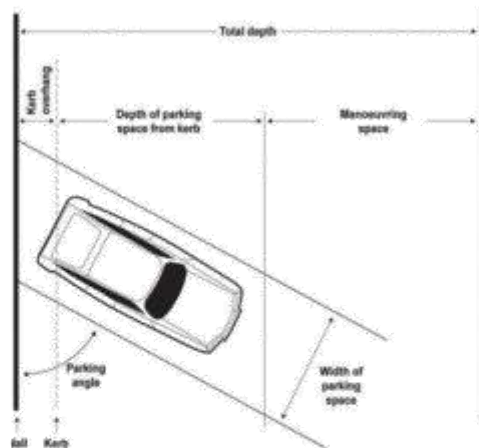


Figure E2. Minimum parking space and manoeuvring dimensions.

Existing District Plan rule reference

21.1.9.(f) Design of Vehicle Parking Spaces
Each required parking space shall be of usable shape and have a minimum dimension to accommodate a 90-percentile car tracking curve with manoeuvring space in accordance with AS/NZS 2890.1:2004 Parking facilities-Off street car parking and AS/NZS 2890.6:2009 for off street parking for people with disabilities.

E3. Vehicle access onto corner lots

A vehicle crossing providing access onto a corner lot shall be located no closer than 12m from the kerb of the intersecting street (refer to **Figure E3**).

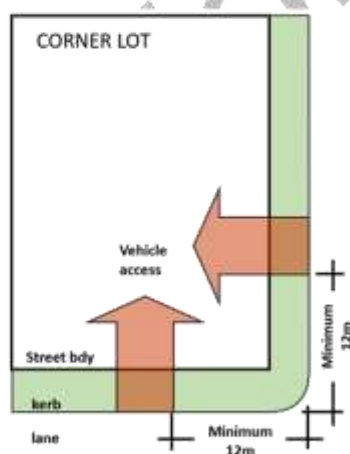


Figure E3. Vehicle crossing requirement for corner lots.

E4. Service and emergency vehicles access

Emergency vehicles must be able to access each of the dwellings on site. Providing access for emergency vehicles and delivery vehicles without on-site turning is permitted, resulting in these vehicles backing into the site or backing out of the site.

Existing District Plan rule reference

21.1.10(b) Vehicle Loading Conditions
Vehicle Access to be Provided

Each required loading space shall be provided with practical vehicular access from a public road. Loading spaces and access aisles are to remain clear. The space that is dedicated on any site for loading and unloading of vehicles shall remain unobstructed by other activities and shall not be diminished by the storage of goods or erection of any structure. Sufficient manoeuvring space shall be provided to enable vehicles to enter and leave the site in a forward direction in the following situations:

- Where the site gains access from a State Highway; or
- The vehicle parking area contains more than three (3) parking spaces; or
- Any of the parking spaces is located further than 30m from the road; or
- Where the site is a rear site with access by way of an access leg or driveway onto an Arterial or Collector road.

21.1.10(d) Design of Loading Spaces

Each required loading space shall be of usable shape and have a minimum length of 8.5m, minimum width of 3.5m, and minimum clear height of 4.5m. Sufficient manoeuvring space shall be provided to accommodate an 8m rigid two-axle truck using a 12.5m radius tracking curve as per NZTA's RTS 18, New Zealand on-road tracking curves for heavy motor vehicles. Additional information regarding design can be obtained from AS 2890.2:2002 Parking Facilities-Off street commercial vehicle facilities. On industrial and commercial sites, where articulated vehicles are likely to be used, the layout shall be designed to accommodate such vehicles.

E5. On-site parking

- Lighting plan details are to be covered in Building Consent stage.

F. General engineering

F1. Lateral services

The lateral services to each dwelling unit shall be treated under the Building Act and Specific SHP Engineering Design Approaches so that the ability to minimise construction costs, without compromising engineering infrastructure outcomes is achieved. The details of these Design Approaches are included in Sections G (Stormwater), H (Wastewater), and I (Water Supply).

Commentary

This approach will assist the minimisation of construction costs, without compromising engineering infrastructure outcomes.

G. Stormwater

G1. Soakage calculations

Design soakage rates for the sizing of soak pits associated with infill developments of up to 12 units, for a site within Levin, may be determined from [Figure G1](#) 'Soakage Rate Zone' map.



Figure G1. Design soakage rates for stormwater soak pits associated with infill developments up to 12 units in Levin.

Commentary

Continuing to provide one on-site car park per dwelling will avoid excess demand for parking on the public road. Visitors will park on the street.

Existing District Plan rule reference

Rule 21.1.9 (h) Table 21-4 Vehicle Parking Space Ratios

Residential Activities:

- 1 space per residential dwelling unit.
- 1 space per family flat.
- 1 space per residential dwelling unit within a Medium Density Development.

E6. Accessway Lighting

Any accessway shared by two units or more shall contain communal lighting. This shall be triggered by a motion sensor and illuminate the shared accessway and any common onsite carpark(s).

Commentary

APPLICATION FOR A STREAMLINED HOUSING PROCESS RESOURCE CONSENT

The design soakage rate for the sizing of soak pits associated with infill developments greater than 12 units within Levin, and for any developments for sites within Shannon, Foxton or Foxton Beach, shall be based on specific on-site test results for a soakage test carried out at the site. The test procedure shall be in accordance with Clause 9.0.2 of Section E1 – Surface Water of the New Zealand Building Code. The test procedure shall also record any presence of groundwater in the test hole.

Commentary

This application will use prescribed soakage rates for the design of the stormwater solution for developments up to 12 dwellings within the Levin area because the design rates are based on site testing carried out across the Levin residential area. This approach is a more efficient use of known soakage data and will avoid the need for repetitive testing. However, test results from a specific soakage test carried out on a site may also be used. The sizing of the soak pits for developments greater than 12 dwellings within Levin can also use the design approach once the site-specific soakage rate has been determined from a soakage test for that site. Where the soakage rate has been determined from a site-specific soakage test, the maximum design soakage rate shall not exceed 200mm/hr.

As there is known to be poor soakage conditions and high ground water in some parts of Shannon, Foxton and Foxton Beach, a specific design for stormwater disposal from developments in these three towns, complying with Section E1 of the Building Code, is required.

G2. Stormwater Soak Pits

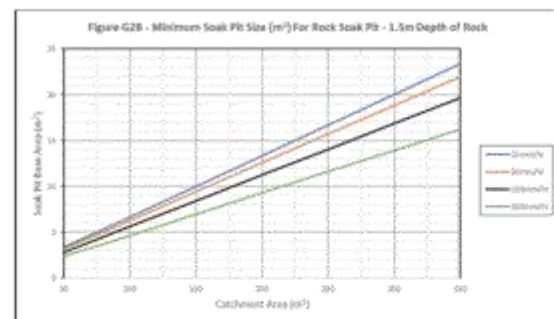
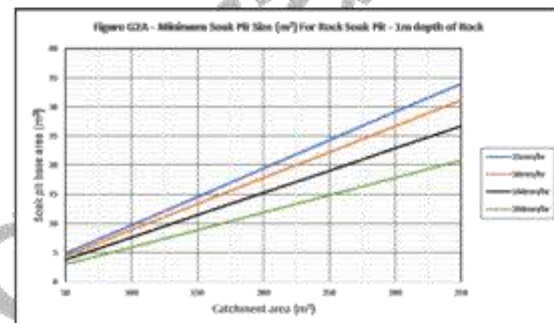
Stormwater from impervious areas (such as roof and paving areas) shall be discharged to a soak pit, which is consistent with Building Code E1 (i.e. the Design Approach uses a 10% AEP rainfall design event with a one-hour duration in conjunction with the specified design soakage rate and use of storage and soakage volume to deal with the runoff volume).

The following limits will apply to the catchment areas (including all impervious areas such as roof and paving areas) and for a single standard rock soak pit 350m², single pipe type soak pits 600m²

and single basket soak pit 1200m², and remain subject to the soakage rates to ensure the scale of the soak pit is appropriate. A second soak pit can be used where the total catchment is greater than the specified limits.

Single dwellings

A soak pit servicing a single dwelling may be a rock soak pit if the pit is not sited within an accessway area. For a rock soak pit, determine the soak pit base size for either a 1m or a 1.5m depth of rock, using **Figures G2A** and **G2B**, based on the roof catchment areas and the soakage rate determined by the Soakage Rate **Figure G1** or the site-specific soakage test result if it falls within the rates covered by **Figures G2A** and **G2B**.



Figures G2A and G2B. Minimum soak pit sizes for a rock soak pit.

Standard details for a rock soak pit shown in **Figure G2C** shall be used.

APPLICATION FOR A STREAMLINED HOUSING PROCESS RESOURCE CONSENT

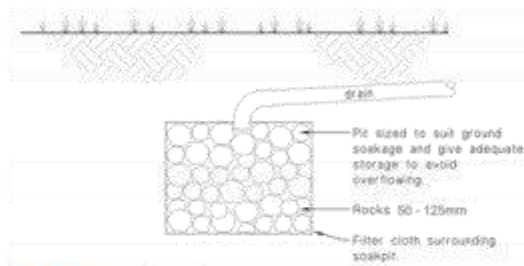


Figure G2C. Rock soak pit.

Multiple dwellings

If the proposed soak pit services the roof areas of more than one dwelling or is sited within the accessway area, it shall be either a 'chamber soak pit', as shown by Figure G2D, or a 'basket soak pit', as shown by Figure G2I.

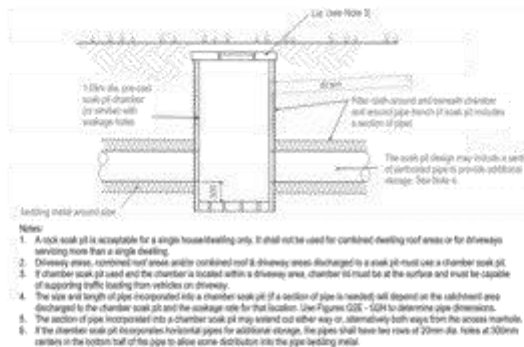
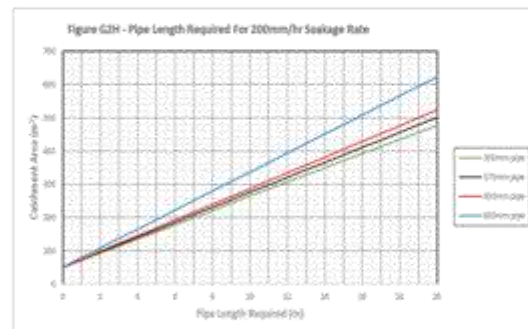
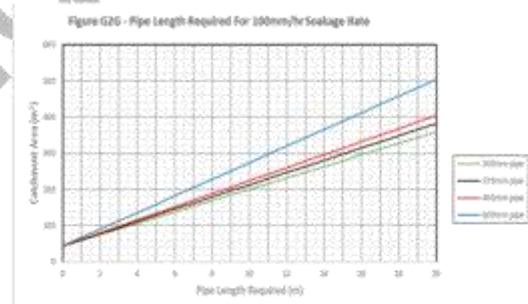
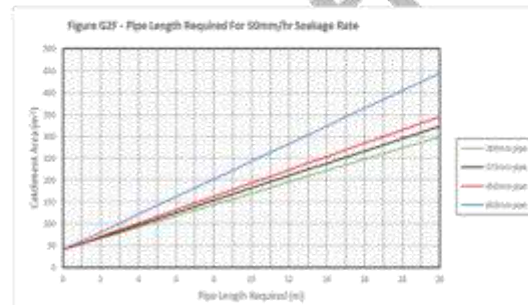
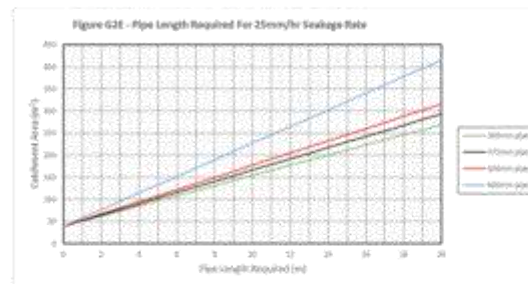


Figure G2D. Chamber soak pit.

If the Chamber Soak Pit is located within an accessway area, the lid must be at the surface of the accessway, as per Note 3 in Figure G2D.

If the combined roof area catchment exceeds approximately 50m², it is likely that the chamber soak pit will require a section of pipe extending horizontally from the access chamber to provide additional stormwater storage. The size and length of pipe required for a soakage rate of 25mm/hr, 50mm/hr, 100mm/hr and 200mm/hr, for a chamber soak pit are shown in Figures G2E to G2H.

These figures may also be used for sizing a chamber soak pit in Shannon, Foxton and Foxton Beach if the specific soakage test results fall into the range covered by the figures.



Figures G2E to G2H. Pipe lengths required.

APPLICATION FOR A STREAMLINED HOUSING PROCESS RESOURCE CONSENT

A basket soak pit may be used for individual dwellings and the discharge from combined dwellings. A basket soak pit may be located in lawn / garden areas and in accessway areas. A basket soak pit shall be constructed in accordance with [Figure G2I](#).

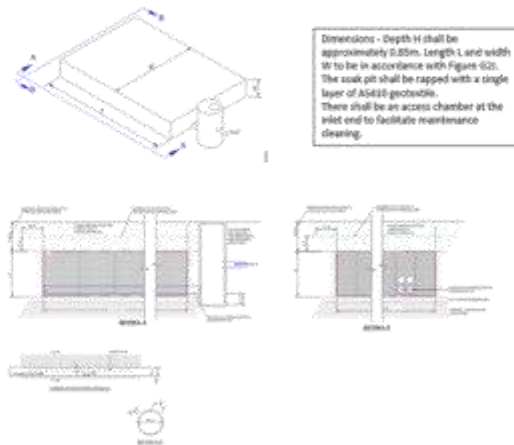


Figure G2I. Details of basket soak pit.

For a basket soak pit, the soak pit base size for a 0.85m depth of basket media shall be determined by using [Figure G2J](#), based on the roof catchment area and the design soakage rate determined by the Soakage Rate [Figure G1](#) or the design soakage rate determined from testing at Shannon, Foxton and Foxton Beach, as appropriate.

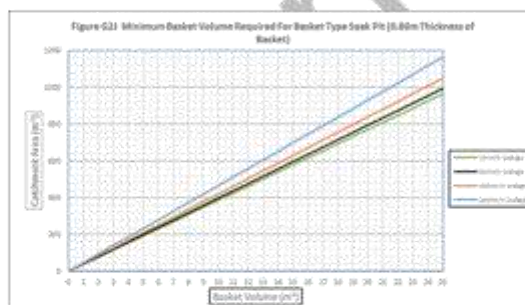


Figure G2J. Minimum Basket Volume required for Basket type soak pit (0.85m thickness of basket).

Existing District Plan rule reference

Chapter 24 (24.1.5 and 24.2.4 and 15.6.22 Surface water Disposal)

(a) All activities shall make provision for the management of stormwater as means of dealing with water quantity and water quality to avoid significant adverse effects or nuisance.

This method adopts the method set out in E1 of the Building Code for sizing soak pits.

G3. Accessway stormwater

Stormwater from accessways shall be discharged to either chamber soak pits or basket soak pits. If the slope of the site is better suited to more than one soak pit, then multiple chamber or basket soak pits shall be acceptable. A chamber soak pit shall be constructed in accordance with [Figure G2D](#). A basket soak pit shall be constructed in accordance with [Figure G2I](#).

The accessway system shall incorporate a stormwater collection system comprising appropriate combinations of kerbs, channels, dish channels, slot drains, sumps and piped sections to ensure that the runoff from the accessway is collected and discharged to one or more chamber or basket soak pits. The section of accessway system within the site that drains towards the public road shall have a stormwater sump within the site, within sufficient proximity of the road so the overflow runoff reaches the road, and such that it does not impair the use of the accessway. The section of accessway system within the site that drains away from the public road and to the back area of the site, shall have a secondary flow path either onto adjacent property, or to the road. These areas shall be below the proposed floor level of the new dwellings, complying with Section E1 of the Building Code.

A chamber soak pit for an accessway may be sited beneath a formed and sealed accessway if it complies with [Figure G2D](#). The chamber soak pit shall:

- Include a manhole to allow access for maintenance; and
- Have the minimum length of horizontal pipe(s) shown in [Figures G2E to G2H](#), depending on the soakage rate for the site as required for the catchment area draining to the chamber soak pit.

A basket soak pit for an accessway may be sited beneath a formed and sealed accessway if it

APPLICATION FOR A STREAMLINED HOUSING PROCESS RESOURCE CONSENT

complies with **Figures G2I and G2J**.

G4. Rainwater collection

Rainwater tanks are encouraged, but not required.

Commentary

The use of a rainwater tank will have a two-fold positive effect. It will decrease the total volume of stormwater run-off, reducing the stormwater effects of the SHP proposal, and will reduce overall demand on reticulated water supply.

H. Wastewater

H1. Sewer laterals

If the existing house remains in use and in its original location, the existing sewer lateral between the boundary and the public main may be used if a CCTV camera inspection confirms the drain is in a good condition.

All new dwellings shall be connected to a new sewer lateral connected to the public sewer main. The pipe connection to the public main, at the point of discharge, shall comply with Figure 9 in Section 2.4 of the HDC Wastewater Bylaw and shall include a Lamp Hole Cleaning Eye (LHCE) or similar access chamber at the end of the common sewer within the property for rodding purposes, as shown by **Figure H1**.

A common private 100mm diameter sewer may be used for up to 4 dwellings at a grade of 1 in 60. This maximum of 4 dwellings shall be reduced to 3 dwelling units for a gradient flatter than 1 in 100. The minimum gradient allowable for a 100mm diameter sewer shall be 1 in 120.

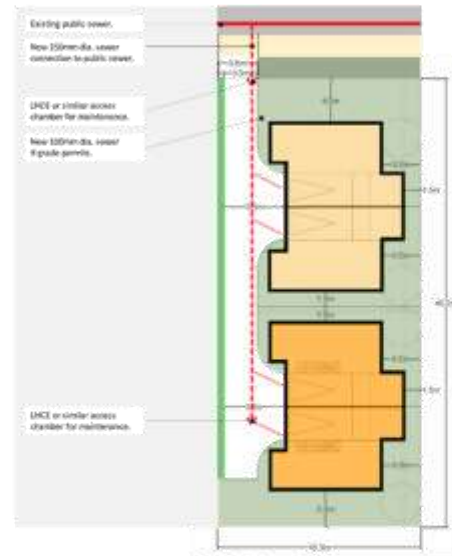


Figure H1. Wastewater connection for a typical site.

Existing District Plan rule reference

Chapter 24 (24.1.4 and 24.2.3)

Relaxation of 100mm dia. main to be at a grade flatter than 1 in 60, to a minimum grade of 1 in 120 is a balance between G13 Building Code (minimum grade as an acceptable solution) and engineering calculation as a Specific Design exercise.

H2. Gravity connections

A 100mm diameter gravity connection shall have a gradient no flatter than 1 in 120 and a 150mm diameter gravity connection shall have a gradient no flatter than 1 in 150.

Existing District Plan rule reference

Chapter 24 (24.1.4 and 24.2.3)

Relaxation of 100mm dia. main to be at a grade flatter than 1 in 60, to a minimum grade of 1 in 120 is a balance between G13 Building Code (minimum grade as an acceptable solution) and engineering calculation as a Specific Design exercise.

H3. Preparatory pumped products

Pumping of wastewater from the new dwellings to a new main from the boundary to the public sewer in the road will be permitted if there is

APPLICATION FOR A STREAMLINED HOUSING PROCESS RESOURCE CONSENT

insufficient gravity fall. A typical sewer drain arrangement for a site requiring some of the new dwellings to be pumped is shown in **Figure H3**.

The preparatory pumping facility used in the dwellings shall meet the HDC engineering standards.

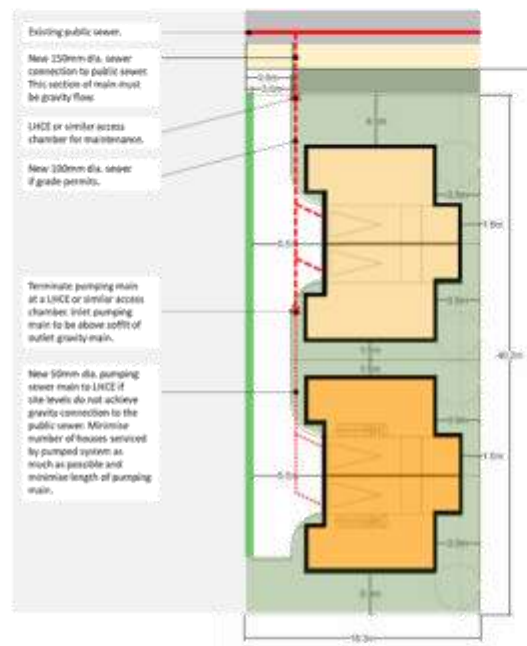


Figure H3. Pumped wastewater connection for a typical site.

Existing District Plan rule reference

Chapter 24 (24.1.4 and 24.2.3)

These pumps are not covered by any standards.

I. Water Supply

I1. Water connections

For each dwelling, one connection to the public water main, with one toby per dwelling, must be established. Multiple tobies can be sited in a common toby junction chamber, with tobies labelled for each dwelling.

The water connection from the toby to the dwelling shall be a 20mm diameter pipe if the distance between the toby and the dwelling is less

than 20m. If the distance is more than 20m, then a 25mm diameter pipe connection to the dwelling shall be used.

Existing District Plan rule reference

Chapter 24 (24.1.3 and 24.2.2 and 15.6.20 Water Supply)

(a) All sites shall be provided with a water supply to meet the capacity and quality requirements of the activities undertaken on the site in accordance with Chapter 24.

I2. Firefighting standards

The maximum distance from the nearest existing fire hydrant to the furthest corner or wall of a dwelling shall not exceed 135m, measured along the road and most convenient access for fire hose deployment such as up the accessway.

If the distance from the nearest existing hydrant to the furthest new dwelling exceeds 135m, a new hydrant shall be installed on the public water main at the location directed by the Council, in consultation with FENZ.

Existing District Plan rule reference

Chapter 24 (24.1.3 and 24.2.2 and 15.6.20 Water Supply)

(a) All sites shall be provided with a water supply to meet the capacity and quality requirements of the activities undertaken on the site in accordance with Chapter 24. and NZ fire standards.

APPLICATION FOR A STREAMLINED HOUSING PROCESS RESOURCE CONSENT



PRODUCE A
BULK AND
LOCATION
DESIGN

APPLICATION FOR A STREAMLINED HOUSING PROCESS RESOURCE CONSENT

Step 3: Produce a bulk and location design

To ensure the efficiency of the process and avoid delays and misunderstandings, the SHP approach requires the applicant to produce a bulk and location design early on for discussion with the Council at a pre-application meeting. Before commencing the design scheme, the constraints and attributes of the site and the neighbourhood must be fully understood.

A step-by-step design approach

The design work should commence by determining clarity on:

- The target market - who are you building for?
- The existing dwelling - will it be removed, retained, or relocated on the site?

Once these questions are answered, the following steps should be taken (note: these are not always sequential, and the process will be iterative):

- Site planning - how to arrange access, the dwellings, and private open spaces?
- Dwelling design - which dwelling types to pursue and how to lay out these dwellings?
- Combining site layout and dwellings - how to combine the site plan with the dwelling designs?

This is explained in more detail below.

Target market

Undertake research into the demand for dwellings in the proposed area. Consider whether the development is aimed at smaller or larger families, the elderly, the disabled, first-time buyers, two singles etc. This will have consequences for the dwellings to be developed, their number, their sizes, single or double storey, their type (standalone, semi-detached, terraced, or apartments). If developing a mixture of types and sizes, consider their compatibility and potential conflicts.

The existing dwelling

An important early decision is whether to remove, retain or relocate the existing dwelling on the site.

If it is retained or relocated within the site, early consideration of parking and private open space for this dwelling is crucial, given the reduced space on the site. Consider this in conjunction with the internal layout of the existing dwelling.

Another option is to subdivide the existing dwellings into two smaller, independent units, one of which could be a family flat, as shown in [Figure 3-1](#).



Figure 3-1. Example of a typical floorplan of an existing house subdivided into two units.

Site planning

Key site layout decisions

The appropriate location of access ways and outdoor courts are critical to a good outcome. Ideally outdoor courts should be on the sunny side and the accessway on the opposite side, as illustrated by [Figure 3-1](#) (A) and (B).

APPLICATION FOR A STREAMLINED HOUSING PROCESS RESOURCE CONSENT

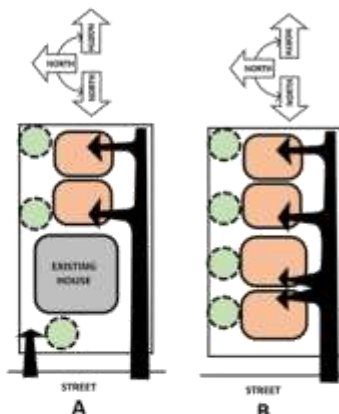


Figure 3-2. Possible ways to organise dwellings and private open spaces on a site.

However sometimes, where the existing dwelling and / or vehicle access is retained, access may not be possible on the optimum side as illustrated by Figure 3-2 (C) and (D). A more complex response is required, however the SHP approach allows for one outdoor court to be located to the southern side as part of the trade-off towards affordability.

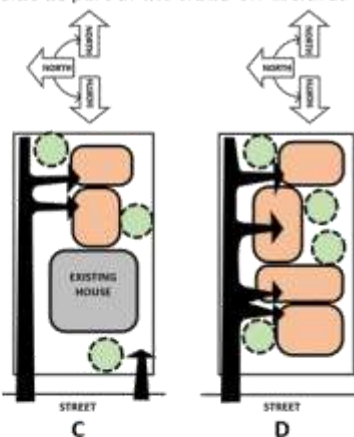


Figure 3-2. Possible ways to organise dwellings and private open spaces on a site where access on the optimum side is not possible.

Site elements

After organising building massing and unbuilt space for key elements, locate smaller, but other important functions, such as:

- Carparks, in case no private garages are provided.
- Pedestrian access.

- Space for rubbish collection and letterboxes.
- Lighting.
- Corridors for underground services.
- Stormwater soakage pits.

Dwelling design

The attributes of good homes

Consider what makes a good home:

- Well-laid out floorplans with appropriately sized and organised spaces.
- Good private outdoor amenity with indoor-outdoor flow.
- Good solar access to key rooms and outdoor spaces.
- Adequate vehicle access and parking.

The ingredients of good homes

Produce floor plans, considering room sizes and relationships between rooms:

- Entry lobby - typically 1.2m wide and leading into the living room, dining room, or kitchen.
- Living room - typical dimensions of 3.5 to 4m and connecting to the dining room and / or kitchen and to the outdoor court.
- Kitchen - typical dimensions of 2.4 to 3m and connecting to the living room and / or dining room.
- Dining room - typical width of 2.4m and connecting to the kitchen, living room and / or the outdoor court.
- Bedroom - typical dimensions of 3 to 3.5m and connecting to the hallway and bathroom
- Bathroom - typical dimensions of 1.8 to 2.4m.
- Toilet - typical dimensions of 1.2m wide by 2m deep and at least one located on each floor.
- Laundry - could be located separately or in a bathroom, cupboard, or garage.
- Storage - typically 0.6m deep and located in the form in bedrooms, hallways and garages.
- Garage - typical dimensions of 2.8 to 3m wide by 6m deep, with adequate space to manoeuvre in and out of it.

Universal Access

Homes for elderly and the disabled should meet Universal Access¹ requirements, which should be considered early, as these have consequences for

¹ <https://www.branz.co.nz/universal-design/>

APPLICATION FOR A STREAMLINED HOUSING PROCESS RESOURCE CONSENT

layouts and room sizes. The typical dimensions stated above may not be sufficient to meet these requirements.

Dwelling types

The dwelling types in **Figures 3-3 to 3-8** are examples of how the above room requirements could be combined into floorplans. A distinction is made between:

- One-bedroom or two-bedroom dwellings which could be standalone or attached and are typically single-storey homes:



Figure 3-3. Example of a single-storey, two-bedroom dwelling with a garage.

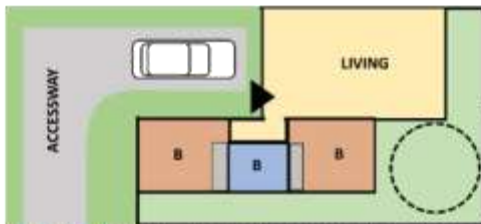


Figure 3-4. Example of a single-storey, two-bedroom dwelling without a garage.



Figure 3-5. Example of a smaller single-storey, two-bedroom dwelling without a garage.

- Two-bedroom or three-bedroom terraces or semi-detached dwellings that are typically two-storey homes (but could have three storeys with first floor living and a balcony):



Figure 3-6. Example of a double-storey, three-bedroom dwelling without a garage.



Figure 3-7. Example of a double-storey, two-bedroom dwelling without a garage.

- One-bedroom or two-bedroom walk-up apartments in two-storey or three-storey buildings:

APPLICATION FOR A STREAMLINED HOUSING PROCESS RESOURCE CONSENT

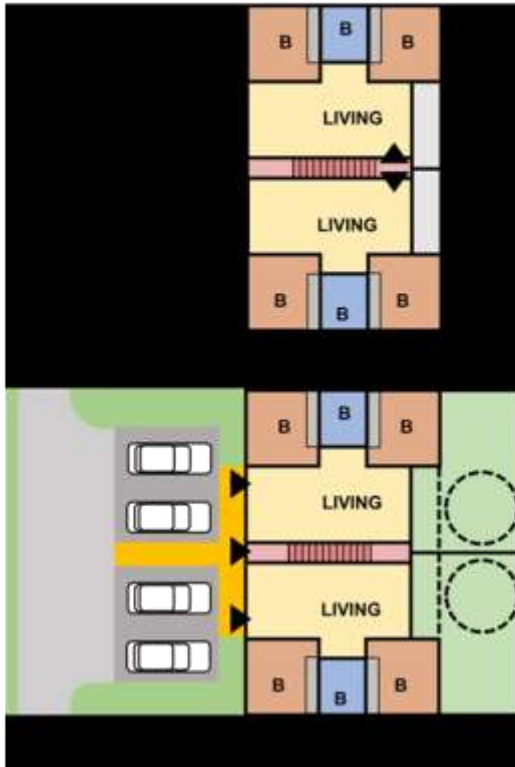


Figure 3-8. Example of a two-bedroom walk-up apartments.

APPLICATION FOR A STREAMLINED HOUSING PROCESS RESOURCE CONSENT

Combining site layout and dwellings

When combining the site layout design and dwelling types, ensure the following:

- Dwelling types should fit within the 'development envelope'.
- Outdoor courts should be located on the sunniest side of the dwelling and not be overlooked from windows in adjacent dwellings, whether on the same or a neighbouring site.
- Some indoor living functions should contain windows facing the accessway.
- There should be enough space for pedestrian and cars to safely move and manoeuvre.
- Fences and walls necessary for privacy should not detract from the safety and the security of the development or dominate the visual character along the accessway.
- When repeating a dwelling type multiple times, some variation should be provided through differences in colours and materials.
- Upstairs windows should preferably not be directed towards outdoor courts on other properties, and not be placed directly opposite windows in neighbouring dwellings that are close-by.

Figures 3-9 to 3-13 provide examples of combined site and dwelling layouts for the redevelopment of a typical single site and a typical double site under the SHP initiative.



Figure 3-9. Two single-storey, two-bedroom dwellings behind the existing house.



Figure 3-10. Two single-storey, two-bedroom dwellings behind the existing house subdivided into two apartments.

APPLICATION FOR A STREAMLINED HOUSING PROCESS RESOURCE CONSENT



Figure 3-11. Two double-storey, three-bedroom dwellings behind the existing house.



Figure 3-12. Two single-storey, two-bedroom dwellings, and two double-storey, three-bedroom dwellings.



Figure 3-13. Four single-storey, two-bedroom dwellings, two double-storey, three-bedroom dwellings, and four two-bedroom walk-up apartments.

APPLICATION FOR A STREAMLINED HOUSING PROCESS RESOURCE CONSENT

Figure 3-14 shows other site designs to be considered:



Figure 3-14. Site design options.

APPLICATION FOR A STREAMLINED HOUSING PROCESS RESOURCE CONSENT

Pre-application meeting information required

When producing a bulk and location design, be aware of the information required for the next step, a pre-application meeting. At least the following information will be required for that meeting (essential matters only, not for completeness):

- Site constraints analysis
 - Flood risk
 - Easements
 - Designations
 - Above ground or underground infrastructure
- Site and context analysis
 - The site in the context of neighbouring sites and the street
 - Existing property boundaries
 - Existing buildings and structures to remain
 - Existing buildings and structures to be removed
 - Existing contours
 - Existing buildings and structures on neighbouring sites
 - First-floor window locations on neighbouring sites
 - North arrow
 - Scale bar
- Site plan
 - Neighbouring sites and the streetscape adjacent to the site
 - Proposed dwelling footprints with indication of type (see below) and key dimensions
 - Proposed double-storey and single-storey elements
 - Proposed property boundaries
 - Proposed private outdoor living areas and key dimensions
 - Proposed accessway outline and any other common areas
 - Proposed carparks, carports and garages, and their key dimensions
 - Proposed rubbish collection area
 - Key setback and separation distance dimensions
 - Indication of cross section locations
 - North arrow
 - Scale bar
- Cross sections
 - At least two, taken perpendicular with the site boundaries and with each other
 - Building height, daylight setback envelope and height in relation to boundary controls
 - Key setback and separation distance dimensions
 - Scale bar
- Dwelling plans
 - Diagrammatic floorplans with room names
 - Location of front doors and other entrances
 - Location of windows
 - Key building dimensions
 - Areas of each dwelling floor (gross)
 - Areas of hardstand, paving and of roofs (catchment area)
 - Scale bar

APPLICATION FOR A STREAMLINED HOUSING PROCESS RESOURCE CONSENT

4



ARRANGE A
PRE-
APPLICATION
MEETING

APPLICATION FOR A STREAMLINED HOUSING PROCESS RESOURCE CONSENT

Step 4: Arrange a pre-application meeting

How to request a pre-application meeting

Contact the Council via:

- Email: planningenquiries@horowhenua.govt.nz
- Phone: 06 366 0999

The pre-application meeting

After undertaking the initial design work and addressing issues identified in the pre-qualification meeting, the applicant will meet with a Council planning officer again to review the proposed design concept.

The purpose of the pre-application meeting is to provide a preliminary review of the proposal and highlight any issues (such as infringements of the SHP Design Approaches) that should be addressed prior to lodging the application. This will assist the applicant in developing their scheme further and clarify the technical details that are required to be included as part of the application.

The pre-application meeting will take approximately one hour.

Pre-application meeting file note

At the conclusion of the meeting, a file note is prepared, and signed by the applicant and Council planning officer. This note will eventually be appended to the application by the applicant.

Meeting attendants

The applicant and any of their consultants should attend the meeting. The Council will be represented by a consent planner and a development engineer. The possible attendance by any other technical specialists will be confirmed once a pre-application meeting request is submitted and the specific issues relevant to the application are determined.

APPLICATION FOR A STREAMLINED HOUSING PROCESS RESOURCE CONSENT

Pre-application meeting file note

To be submitted with the application

Application details

Application number: _____

Applicant name and address: _____

Site address: _____

Outstanding issues from the pre-qualification meeting

Tick to confirm:

☐ All the issues from the pre-qualification meeting have been addressed.

List issues in the Bulk and Location concept that need addressing before submission of the application:

Issue 1:

Issue 2:

Issue 3:

Issue 4:

Issue 5:

Attendance

Applicant Name: _____

Council Representative name: _____

Date: _____

APPLICATION FOR A STREAMLINED HOUSING PROCESS RESOURCE CONSENT



COMPLETE
THE DESIGN
DOCUMENTS
AND
APPLICATION

APPLICATION FOR A STREAMLINED HOUSING PROCESS RESOURCE CONSENT

Step 5: Complete the design documents and application

Complete the design

Adjust the design in response to the feedback received during the pre-application meeting. Then refine the design by considering the finer details, such as the architecture of the proposed dwellings, the landscape plans, and the full engineering design.

When completing the design, consider Section 4 of the SHP Application Form, which lists the key plans, sections, elevations, and diagrams required for the application. Also consider Horowhenua District Plan Appendix 28.2: Information to be supplied with application for Resource Consents and other planning related applications, for additional information that may be relevant to the application and will need to be supplied.

Complete and submit the application

Once the design is completed, fill in Form 9 and the SHP Application Form. The SHP Application Form contains a simple tick-box system for checking compliance with the District Plan provisions. For infringements on some District Plan standards, the alternative (and acceptable) Design Approach can be provided as an option. Also attach the pre-qualification meeting and pre-application meeting file notes.

The Council's consenting process and decision

The application will be received by the Council's processing team and checked for clarity and completeness. The applicant will receive further information requests under Section 92 of the RMA if additional information is required to enable the application to be processed. Once that further information is received by the Council, the application will be assessed by the Council's processing team.

Following this, the applicant will either receive a non-notified resource consent approval or, where there are adverse effects, advice that the application will require notification (either full or limited). The applicant could then decide to either adjust the application to avoid notification or go through the notification and hearings process.

Streamlined Housing Process
Horowhenua District Council



December 2021

APPLICATION FOR A STREAMLINED HOUSING PROCESS RESOURCE CONSENT

Streamlined Housing Process

Part B. Application Form

1. Introduction

This SHP Application Form should accompany your **Form 9 Application for Resource Consent** and needs to be filled in and provided with any application under the Streamlined Housing Process (SHP) initiative. More information on this initiative, including the *SHP Design Approaches* used, is provided in the **SHP Application Guide**.

This SHP Application Form consists of the following sections:

Section 2. Pre-qualification meeting outcomes

Confirm that the proposal has been discussed during a pre-qualification meeting, provide the file note with the application, and explain how any issues raised during the pre-qualification meeting have been resolved.

Section 3. Pre-application meeting outcomes

Confirm that the proposal has been discussed during a pre-application meeting, provide the file note with the application, and explain how any issues raised during the pre-application meeting have been resolved.

Section 4. Key metrics of this application

Indicate the key metrics of the application.

Section 5. The application plans, sections, elevations, and diagrams

Indicate which drawings are provided as part of the application.

Section 6. Assessment of environmental effects (AEE)

Fill in which standards are and are not complied with. Where District Plan standards are not complied with, but the SHP Design Approach is followed, a standard AEE for the Design Approach is provided and can be relied on.

Section 7. Other Relevant Planning Provisions

If needed, provide information to address any other relevant planning provisions such as s104 or Schedule 4 of the Resource Management Act.

Section 8. Non-complying activities

If needed, provide an assessment of the District Plan Objectives and Policies related to the application.

Section 9. Additional specifications

If needed, provide additional specifications related to the application.

Figure references

Note: all figure references in this form relate to the figures contained in the **SHP Application Guide**.

APPLICATION FOR A STREAMLINED HOUSING PROCESS RESOURCE CONSENT

2. Pre-qualification meeting outcomes

Confirm by ticking the following boxes:

- ☐ The proposal has been reviewed through a pre-qualification meeting.
- ☐ The pre-qualification meeting **file note** is attached to this application.

The pre-qualification meeting reference number is _____

List the issues raised at the pre-qualification meeting and how these have been resolved in the application:

Issue 1 and how it has been resolved in the application:

Issue 2 and how it has been resolved in the application:

Issue 3 and how it has been resolved in the application:

Issue 4 and how it has been resolved in the application:

Possible additional comments on issues raised in the meeting and resolved in the application:

APPLICATION FOR A STREAMLINED HOUSING PROCESS RESOURCE CONSENT

3. Pre-application meeting outcomes

Indicate which of the following applies:

- ☐ This proposal has been reviewed through one or more pre-application meetings.
- ☐ The pre-application meeting **file note/s** is/are appended to this application.

The pre-application meeting reference number is _____

List the issues raised at the pre-application meeting/s and how these have been resolved in the application:

Issue 1 and how it has been resolved in the application:

Issue 2 and how it has been resolved in the application:

Issue 3 and how it has been resolved in the application:

Issue 4 and how it has been resolved in the application:

Possible additional comments on issues raised in the meeting and resolved in the application:

APPLICATION FOR A STREAMLINED HOUSING PROCESS RESOURCE CONSENT

4. Key metrics of this application

This application contains the following key elements:

Retention of existing dwelling: ☐ Yes ☐ No

Number of proposed residential dwelling units and family flats:

Areas of private and common allotments (m²):

Building coverage (%):

Maximum heights of one-storey buildings, including accessory buildings (m):

Maximum heights of two-storey buildings (m):

Maximum heights of three-storey buildings (m):

Accessory building sizes (m²):

Minimum area of Private Outdoor Living Areas (m²):

Number of onsite carparks including garages:

(Levin only) According to 'Soakage Rate Zone' map [Figure G1](#) the subject site is in soakage zone:

Catchment Area (m²) – total roof and paving area:

APPLICATION FOR A STREAMLINED HOUSING PROCESS RESOURCE CONSENT

5. The application plans, sections, elevations, and diagrams

Attach the drawings that are relevant for this application.

Confirm through a tick in all the boxes below that required information and plans are supplied with the application.

Site constraints analysis

- ☐ Flood risk
- ☐ Erosion, sinking or slumping subsidence risk
- ☐ Coastal natural character and hazard risk
- ☐ Liquefaction risk
- ☐ Historic Heritage or archaeology
- ☐ Existing or proposed easements
- ☐ Designations or notices of requirement
- ☐ Above ground or underground infrastructure not covered above

Site and context analysis

- ☐ The site in the context of neighbouring sites, the street, and open spaces
- ☐ Any property boundaries currently on the site
- ☐ Existing buildings, structures (including walls and fences) and vegetation to remain
- ☐ Existing buildings, structures (including walls and fences) and vegetation to be removed
- ☐ Existing contours
- ☐ Existing services
- ☐ Existing structures or features in the adjoining road berm
- ☐ Existing on-site services and / or service connections available at the street
- ☐ Existing buildings and structures on neighbouring sites
- ☐ First-floor window locations on neighbouring sites
- ☐ North arrow
- ☐ Scale bar

Site plan

- ☐ Neighbouring sites and the streetscape adjacent to the site
- ☐ Proposed dwelling footprints with indication of type (see below)
- ☐ Proposed double-storey and single-storey elements
- ☐ Proposed property boundaries
- ☐ Proposed front yards and private outdoor living areas
- ☐ Proposed fences, walls, and hedges
- ☐ Proposed accessway outline and any other common areas
- ☐ Proposed carparks, carports, and garages
- ☐ Proposed lighting, storm water and wastewater, water, fire and refuse services
- ☐ Key setback and separation distance dimensions
- ☐ Indication of cross section locations
- ☐ North arrow
- ☐ Scale bar

APPLICATION FOR A STREAMLINED HOUSING PROCESS RESOURCE CONSENT

Cross sections

- ☐ At least two, taken at right angles with the site boundaries and at right angles with each other
- ☐ Building height and daylight setback envelope (height in relation to boundary) controls
- ☐ Key setback and separation distance dimensions
- ☐ Scale bar

Dwellings

Layout

- ☐ All floorplans with room labels
- ☐ Location of front doors and other entrances
- ☐ Location of windows
- ☐ Location of any balconies

Dimensions

- ☐ Key building dimensions; living rooms and bedrooms

Areas

- ☐ Areas of each dwelling floor (gross)
- ☐ Areas of paving and of roofs

Elevations

- ☐ All four elevations of all dwellings
- ☐ Indication of materials and colours, with images of material and colour samples
- ☐ Dimensions of windows facing the street, including the sill heights

General

- ☐ North arrow on all plans
- ☐ Scale bar

Landscape plan

- ☐ Site plan showing proposed contours, all hard and soft surfaces, any retaining walls, letterbox area, rubbish collection and bin storage areas, and the footprints of the proposed dwellings
- ☐ Fence plan showing proposed fences and walls, along with details on their heights, materials, and colours
- ☐ Planting plan indicating the proposed and retained planting drawn to scale at the size they will ultimately attain at maturity
- ☐ Plant list with information such as the number and botanical name of each species proposed and any special planting requirements
- ☐ Lighting plan, including proposed lighting of the accessway, any common parking areas, and around dwelling entrances
- ☐ North arrow
- ☐ Scale bar

APPLICATION FOR A STREAMLINED HOUSING PROCESS RESOURCE CONSENT

Engineering information

The engineering design shall be undertaken by a professional and suitably qualified person who is recognised in their area of competence relative to the complexity of the development. Engineering design shall cover at least the following information:

- ☐ Design report, including details of any alternative designs considered
- ☐ Earthworks design details
- ☐ Design of any access way / right of way and driveway/s
- ☐ Demonstration of how the design meets onsite manoeuvring requirements
- ☐ Plan detailing the design of the proposed water supply
- ☐ Plan detailing the design of the proposed sewer system
- ☐ Plan detailing stormwater control and disposal, including calculations supporting this
- ☐ Plan detailing the solid waste pick up area
- ☐ Plan detailing network utility services, including lighting, if applicable
- ☐ Completed Schedule 1A of NZS 4404:2010

Refer to District Plan **Chapter 28, Section 28.2: Information to be supplied with application for Resource Consents and other planning related applications** for additional information that is relevant to the application and that must be supplied.

APPLICATION FOR A STREAMLINED HOUSING PROCESS RESOURCE CONSENT

6. Assessment of Environmental Effects

6a. Assessment of Environmental Effects related to District Plan standards and SHP Design Approach

The purpose of this section is to assess how the application complies with the provisions of the District Plan. These provisions are listed below in Sections A to I.

Please indicate in the tick boxes below whether the application complies with the relevant District Plan provisions. In the case where the application infringes a District Plan rule or standard, confirm whether the proposal follows / relies on the SHP Design Approach.

If the SHP Design Approach is relied on, a suggested Assessment of Environmental Effects (AEE) is provided below. If the application is for a non-complying activity then assessment against the relevant objectives and policies in the District Plan will be required in addition to the AEE provided below.

Notes:

Applications that contain:

- one or more infringements of the District Plan standard for which a SHP Design Approach is not provided; or
- one or more infringements of a SHP Design Approach, will not qualify under the SHP initiative and will be processed as a conventional resource consent application.

A. Lot and site sizes

A1. Number of residential dwelling units and family flats

Select one of the following:

- ☐ This application complies with: *District Plan rule 15.6.1 Number of residential dwelling units and family flats (maximum of two dwelling units or one dwelling unit and one family flat).*
- ☐ This application follows the *SHP Design Approach: There is no maximum number of dwelling units and / or family flats per site.*
Therefore, the following **AEE** applies:
This application will result in more efficient use of residential land compared to a situation in which the District Plan rule is complied with. The effects of increased density are mitigated through the bulk and location standards, which ensure that with the proposed number of dwellings per site:

- *Any adverse effects on the streetscape will be appropriately managed and therefore less than minor, and the new development fits within the current neighbourhood characteristics.*
- *The effects on neighbours will be less than minor.*
- *The living conditions related to outdoor spaces, solar access, privacy and outlook will be appropriate.*
- *Sufficient parking will be provided, and vehicle manoeuvring will be functional.*

An assessment of stormwater and wastewater effects is provided below.

APPLICATION FOR A STREAMLINED HOUSING PROCESS RESOURCE CONSENT

This development is of such a scale that additional traffic generated can be accommodated within the existing street network surrounding the site.

As such, any adverse effects of increased density on the streetscape character and on amenity aspects such as privacy, outlook, solar access and dominance will be less than minor, while vehicular access, servicing and other engineering aspects will be adequately addressed.

Additional assessment comments:

A2. Subdivision

For this process, subdivision is only permissible in conjunction with a Land Use Consent.

Select one of the following:

- ☐ This application is for Land Use Consent only (move on to B: Bulk and location).
- ☐ This application is for Land Use Consent in conjunction with a Subdivision Consent.

A3. Minimum lot sizes

Select one of the following:

- ☐ This application complies with: *District Plan rule 15.7.5 Subdivision of Land:*
 - *Minimum lot size of 330m², average minimum of 600m² (Controlled Activity);*
 - *Infill: minimum lot size of 330m² (Controlled) or 250m² (Restricted Discretionary Activity);*
 - *Parent site maximum of 1200m² without buildings; or max. 2025m² with building(s);*
 - *Maximum of 3 infill lots.*
- ☐ This application complies with: *District Plan rule 15.8.7(b) Medium Density Development (in the Medium Density Overlay only: minimum lot size of 225m²).*
- ☐ This application follows the *SHP Design Approach: There is no minimum lot size.*
Therefore, the following **AEE** applies:
This application will result in more efficient use of residential land compared to a situation in which the District Plan rule is complied with. The effects of increased density are appropriately mitigated through the bulk and location standards which ensure that with the proposed lot sizes:
 - *Any adverse effects on the streetscape will be appropriately managed and therefore less than minor, and the new development fits within the current neighbourhood characteristics.*
 - *The effects on neighbours will be less than minor.*
 - *The living conditions related to outdoor spaces, solar access, privacy and outlook will be appropriate.*
 - *Sufficient parking will be provided, and vehicle manoeuvring will be functional.*

An assessment of stormwater and wastewater effects is provided below.

APPLICATION FOR A STREAMLINED HOUSING PROCESS RESOURCE CONSENT

This development is of a scale that additional traffic generated can be suitably accommodated within the street network surrounding the site.

As such, any adverse effects of increased density on the streetscape character and on amenity aspects such as privacy, outlook, solar access and dominance will be less than minor, while vehicular access, servicing and other engineering aspects will be appropriately accommodated.

Additional assessment comments:

B. Bulk and location

B1. Maximum building coverage

Select one of the following:

- ☐ This application complies with: District Plan rule 15.6.7 Maximum building coverage (Sites greater than 500m² maximum 35% building coverage; Sites smaller than 500m² maximum 40% building coverage).
- ☐ This application complies with: District Plan rule 15.8.7(b)(viii) (in the Medium Density Overlay only: Maximum 50% building coverage).
- ☐ This application follows the SHP Design Approach: there is no maximum building coverage requirement or limit in hardstand areas.
Therefore, the following AEE applies:
This application will result in more efficient use of residential land compared to a situation in which the District Plan rule is complied with. The effects of increased density are appropriately mitigated through the bulk and location standards which ensure that with the proposed lot sizes:
 - Any adverse effects on the streetscape will be appropriately managed and therefore less than minor, and the new development fits within the current neighbourhood characteristics.
 - The effects on neighbours will be less than minor.
 - The living conditions related to outdoor spaces, solar access, privacy and outlook will be appropriate.
 - Sufficient parking will be provided, and vehicle manoeuvring will be functional.

An assessment of stormwater and wastewater effects is provided below.

This development is of a scale that additional traffic generated can be suitably accommodated within the street network surrounding the site.

As such, any adverse effects of increased density on the streetscape character and on amenity aspects such as privacy, outlook, solar access and dominance will be less than minor, while vehicular access, servicing and other engineering aspects will be appropriately accommodated.

APPLICATION FOR A STREAMLINED HOUSING PROCESS RESOURCE CONSENT

Additional assessment comments:

B2. Maximum building height

Select one of the following:

- ☐ This application complies with: *District Plan rule 15.6.2 Maximum building height (8.5m for dwelling; 4.5m for accessory building).*
- ☐ This application follows the *SHP Design Approach*:
- *One- and two-storey buildings shall not exceed 8.5m in height*
 - *Three-storey buildings shall not exceed 10.5m in height, while written approval is required from all adjacent neighbours. The **consent form** is appended to this application.*
- Therefore, the following **AEE** applies:
This application will result in more efficient use of residential land compared to a situation in which the District Plan rule is complied with. The impacts of building height on neighbours are considered appropriate due to compliance with two existing rules: District Plan rule 15.6.3 Daylight Setback Envelope and District Plan rule 15.6.4(b) Building Setback from Boundaries. Potential adverse effects of additional building height on the streetscape are appropriately managed through adopting the Design Approach below, related to building height in relation to the street boundary (B4).

Additional assessment comments:

B3. Building height in relation to side and rear boundaries

Confirm compliance by ticking the following box:

- ☐ This application complies with: *District Plan rule 15.6.3 Daylight Setback Envelope (2.7m + 45°).*

B4. Building height in relation to the street boundary or boundaries

Confirm compliance by ticking the following box:

- ☐ This application follows the *SHP Design Approach*:
- *Any residential building within 6m from the street boundary shall be no higher than 4.5m.*
 - *Any residential building within 9m from the street boundary shall be no higher than 8.5m.*
 - *Beyond the 9m setback the maximum building height limit shall apply.*

B5. Building setback from side and rear boundaries

Select one of the following:

APPLICATION FOR A STREAMLINED HOUSING PROCESS RESOURCE CONSENT

- ☐ This application complies with: *District Plan rule 15.8.7(b)(iii) (in the Medium Density Overlay only: No closer than 3m on one external side (or rear) boundary and 1.5m on all other boundaries).*

- ☐ This application follows the *SHP Design Approach: Any building shall be set back from side and rear boundaries by at least 1.5m.*
Therefore, the following **AEE** applies:
This application will result in more efficient use of residential land compared to a situation in which the District Plan rule is complied with. The impacts of building bulk on neighbours are ensured to be appropriate through compliance with two existing rules 15.6.3 Daylight Setback Envelope (Building height in relation to side and rear boundaries) and 15.6.4 Building Setback from Boundaries, which requires setbacks of at least 1.5m. These setbacks are considered to be appropriate to mitigate the potential adverse effects of building bulk on residential amenity relative to all boundaries, even in the Medium Density Overlay.

The impacts of building bulk on the outdoor amenity of the proposed dwellings are ensured to be less than minor through the below Design Approaches for:

- *Separation distance between detached residential dwelling units on the same site (B8)*
- *Outdoor Courts (B10)*
- *Balcony size, location and design (B11).*

Additional assessment comments:

B6. Balcony setback from side and rear boundaries

Confirm compliance by ticking the following box (only answer if balconies are proposed):

- ☐ This application follows the *SHP Design Approach:*
1. *First-floor balconies shall be set back from side and rear boundaries by at least 3.5m.*
 2. *Second-floor boundaries shall be within the height in relation to boundary setback specified in District Plan rule 15.6.3 Daylight Setback Envelope ($2.7m + 45^\circ$).*

B7. Building setback from the front boundary

Confirm compliance by ticking the following box:

- ☐ This application complies with: *District Plan rule 15.6.4(a) Building Setback from boundaries (minimum 4m front boundary setback).*

B8. Separation distance between detached residential dwelling units on the same site

Select one of the following:

- ☐ This application complies with: *District Plan rule 15.6.5 Separation Distance Between Detached Residential Dwelling Units (minimum distance of 3m).*
- ☐ This application follows the *SHP Design Approach: The following minimum separation distances apply between residential dwelling units on the same site:*

APPLICATION FOR A STREAMLINED HOUSING PROCESS RESOURCE CONSENT

1. A minimum distance of 2m shall be provided between two dwellings on the site in the situation that this space is evenly divided (1m each) between the two lots on either side.
2. A minimum distance of 1.2m shall be provided between two dwellings on the site in the situation that this space entirely belongs to only one of the lots.
3. A minimum distance of 2.0m shall be provided between two dwellings on the site in the situation that this space belongs to only one of either lots and the only window of a living space or primary bedroom faces this separation space.

Therefore, the following AEE applies:

This application will result in more efficient use of residential land compared to a situation in which the District Plan rule is complied with. Compliance with the SHP Design Approach ensures that the spaces between the proposed dwellings remain functional and the impact on on-site amenity will be less than minor. The spaces provided are accessible and can be used for some storage (e.g. of rubbish bins) and maintenance of the dwellings. The setback distance of at least 2m for the only window of a living space or primary bedroom ensures that daylight access and outlook are not compromised.

Additional assessment comments:

B9. Accessory building size

Confirm compliance by ticking the following box:

- ☐ This application complies with: District Plan rule 15.6.8 Accessory Buildings ((a) Sites less than 710m²: maximum 60m²; (b) Sites between 710m² and 1000m²: 8.5% of the net site area; (c) Sites greater than 1000m²: maximum 85m²).

B10. Outdoor courts

Confirm compliance by ticking the following box:

- ☐ This application follows the SHP Design Approach: Dwellings with living rooms (lounge, dining, or kitchen) at ground level shall have an outdoor court that meets the following requirements:
1. At least 17m² in area, containing a 3.5m diameter circle and with a minimum dimension of 1.5m.
 2. Located to the north, west or east of the dwelling. One in four outdoor courts may be exempt from this.
 3. Must be more than 1.5m away from the southern façade of the neighbouring building.
 4. Accessed directly from a living room.
 5. Kept free of access to other units and dedicated utility space.

Therefore, the following AEE applies:

This application will result in more efficient use of residential land compared to a situation in which the District Plan rule is complied with. A smaller overall area than is required in District Plan rule 15.6.6 will be provided, but a larger minimum dimension. The 3.5m diameter circle will ensure the outdoor court will provide the residents with appropriate outdoor amenity as this dimension allows for the comfortable positioning of outdoor furniture.

Additional assessment comments:

APPLICATION FOR A STREAMLINED HOUSING PROCESS RESOURCE CONSENT

B11. Balcony size, location and design

Select one of the following:

- ☐ This application does not include any balconies that function as the main private open space of any dwellings.
- ☐ This application follows the *SHP Design Approach: Dwellings with living rooms (lounge, kitchen or dining) at first or second floor level shall have a balcony that meets the following requirements:*
1. For studio and one-bedroom dwellings: at least 5m² and containing a 1.2m minimum dimension.
 2. For dwellings with two or more bedrooms: at least 7m² and containing a 1.6m minimum dimension.
 3. Located to the north, west or east of the dwelling. One in four balconies may be exempt from this rule.
 4. Accessed directly from a living room.
 5. Have visually impermeable balustrades or screens to prevent being looked through.
 6. Are separated from adjacent balconies by visually impermeable screens to provide privacy between balconies or neighbouring rooms.

Therefore, the following **AEE** applies:

The balcony areas proposed are considered sufficient to provide residential amenity appropriate to the type of dwelling and number of occupants. The proposed balcony shapes can accommodate a table and chairs. The solid finish of the balustrade will provide privacy to residents and neighbours.

Additional assessment comments:

C. Dwelling design

C1. Living room windows facing the street

Confirm compliance by ticking the following box:

- ☐ This application follows the *SHP Design Approach: Proposed dwellings shall accommodate at least one living room (lounge, dining or kitchen) window facing the street. The window shall be at least 1.5m² and have a sill height of no more than 1.2m from the floor level.*

D. Outdoor elements

D1. Fences and walls

Confirm compliance by ticking the following box:

- ☐ This application follows the *SHP Design Approach:*

APPLICATION FOR A STREAMLINED HOUSING PROCESS RESOURCE CONSENT

1. *Fences, walls or hedges located between the street boundary and the dwelling(s) located closest to the street, whether on a side boundary or on a front boundary, shall be no higher than 1.2m. This rule does not apply to the following:*
 - a. *Pre-existing fences, walls and hedges.*
 - b. *In the case the existing dwelling located on the street side is retained and its main private open space cannot be located to the rear or side, a fence, wall or hedge located between the house and the street can be up to 1.5m in height and no more than 4m long, measured along the street boundary. It shall also be set back from the street boundary by at least 1m.*
2. *Fences or walls located behind the front of the dwelling(s) closest to the street shall be no taller than 1.8m, whether located between two lots on the site or between the site and its neighbour. This rule does not apply to pre-existing fences and walls on the site.*

D2. Rubbish collection

- ☐ An area set aside for rubbish collection of sufficient size (0.6m x 0.6m for each dwelling unit) and located in or near the road reserve is indicated on the application plans.

D3. Letterboxes

- ☐ An area for letterboxes that is of sufficient size and located near the entry of the site is indicated on the application plans.

E. Access and other movement

E1. Maximum private accessway (or driveway) length and minimum width

Confirm compliance by ticking the following box:

- ☐ This application follows the SHP Design Approach:
An accessway shall be no longer than 50m and serve 12 dwellings or less. The minimum widths shall be as follows:
1. *For up to 6 dwellings a 3.5m legal width, with 3m formed and sealed, accessway shall be provided.*
 2. *Where an existing house is retained, the accessway shall have a minimum legal, formed and sealed width of 2.7m measured from the eaves, including gutter, provided:*
 - a. *It is only for the length of the house, whereafter it reverts to 3.5m legal width.*
 - b. *No doorways open onto the accessway.*
 3. *For more than 6 and up to 12 dwellings:*
 - a. *For up to 6 dwellings furthest from the street a 3.5m legal width, with 3m formed and sealed, accessway shall be provided.*
 - b. *For between 7 and 12 dwellings closest to the street a 5.5m legal width, with 4.5m formed and sealed, accessway shall be provided.*
 - c. *For the first 8m, measured from the back of the public footpath, a 6m legal width, with 5m formed and sealed, accessway shall be provided.*

Therefore, the following AEE applies:

The proposed accessway widths provide for functional and safe vehicle access to the proposed dwellings. The vehicle speeds will be low and hence safety will be achieved. The use

APPLICATION FOR A STREAMLINED HOUSING PROCESS RESOURCE CONSENT

of the proposed driveway widths will optimise the balance between safe vehicle movement and maximisation of the lots.

Additional assessment comments:

E2. Vehicle manoeuvring

Select one of the following:

- ☐ This application complies with: *District Plan rule 21.1.9.(f) Design of Vehicle Parking Spaces.*
- ☐ This application follows the *SHP Design Approach: All vehicle manoeuvring shall comply with Table and Figure E2.*
Therefore, the following **AEE** applies:
The proposed vehicle manoeuvring spaces are based on the standards of the Auckland Unitary Plan, and determined as appropriate for infill housing developments in built-up urban areas. It will enable most vehicles to manoeuvre in a single turn. Larger vehicles may have to perform a three-point turn, depending on the skill of the driver and the conditions. If a three-point turn is required, there are no adverse effects of difficulties created by this as the sites have open driveway areas and the number of vehicles operating at any one time will be few.

Additional assessment comments:

E3. Vehicle access onto corner lots

Confirm compliance by ticking the following box:

- ☐ This application follows the *SHP Design Approach: A vehicle crossing providing access onto a corner lot shall be located no closer than 12m from the kerb of the intersecting street.*

E4. Service and emergency vehicles access

Select one of the following:

- ☐ This application complies with: *District Plan rule 21.1.10.(b) Vehicle Loading Conditions.*
- ☐ This application follows the *SHP Design Approach: Providing access for emergency vehicles and delivery vehicles without on-site turning is permitted, resulting in these vehicles backing into the site or backing out of the site.*
Therefore, the following **AEE** applies:
The frequency of service and emergency vehicles using the accessway will be low and vehicle speeds will also be low. Therefore, access to the dwellings by emergency and delivery vehicles, either backing in or backing out, will be an acceptable manoeuvre and is unlikely to cause any notable inconvenience to the occupants of the site or users of the public road.

Additional assessment comments:

APPLICATION FOR A STREAMLINED HOUSING PROCESS RESOURCE CONSENT

E5. On-site parking

Confirm compliance by ticking the following box:

- ☐ This application follows the *SHP Design Approach*:
1. At least one on-site carpark per dwelling or family flat may be provided.
 2. One carpark may be provided in the front yard under the following conditions:
 - a. The carpark is located adjacent to a side boundary.
 - b. The carpark is no wider than 3m.
 - c. Any carpark gate is no higher than 1.2m.
 3. Two carparks may be provided in the front yard under the following conditions:
 - a. An existing dwelling is subdivided into two units and the associated parking cannot be provided to the rear or the side of the existing dwelling.
 - b. The carparks are located adjacent to each other and adjacent to a side boundary.
 - c. Each carpark is no wider than 3m.
 - d. Any carpark gates are no higher than 1.2m.
 4. Except for the carpark or carparks above, no parking shall be provided between the street boundary and the dwelling(s) closest to the street.

Therefore, the following **AEE** applies:

This application will result in more efficient use of residential land compared to a situation in which the District Plan rules 15.6.25 and 21.1.9(h) are complied with. In the case where an existing dwelling is retained in its current location and the rear of the original residential lot is proposed to be used for additional dwellings, parking at the side or rear of the existing dwelling cannot be provided. As the way in which this will be achieved aligns with the criteria in the SHP Design Approach, the impact on the streetscape is less than minor and a visual relationship between the dwelling or dwellings and the street is retained.

Additional assessment comments:

E6. Accessway lighting

Confirm compliance by ticking the following box:

- ☐ This application follows the *SHP Design Approach*: Any accessway shared by two units or more shall contain communal lighting. This shall be triggered by a motion sensor and illuminate the shared accessway and any common on-site carpark(s).

F. General engineering

F1. Lateral services

Confirm compliance by ticking the following box:

- ☐ This application follows the *SHP Design Approach*: The lateral services to each dwelling unit shall be treated under the Building Act and Specific SHP Engineering Design Approaches so

APPLICATION FOR A STREAMLINED HOUSING PROCESS RESOURCE CONSENT

that the ability to minimise construction costs, without compromising engineering infrastructure outcomes is achieved. The details of these Design Approaches are included in Sections G (Stormwater), H (Wastewater), and I (Water Supply).

G. Stormwater

G1. Soakage calculations

Confirm compliance by ticking the following box:

- ☐ This application follows the SHP Design Approach: Design soakage rates for the sizing of soak pits associated with infill developments of up to 12 units, for a site within Levin, may be determined from [Figure G1 'Soakage Rate Zone' map](#).

For Levin, tick one of the following boxes to indicate the applicable 'Soakage Rate Zone':

- ☐ Levin Soakage Rate Zone 1: 25mm/hr
☐ Levin Soakage Rate Zone 2: 50mm/hr
☐ Levin Soakage Rate Zone 3: 100mm/hr
☐ Levin Soakage Rate Zone 4: 200mm/hr

Or:

- ☐ Specific soakage test carried out on site in accordance with Section 9.0.2 of E1/VM1 of the Building Code for Levin, Shannon, Foxton or Foxton Beach.

G2. Roof stormwater

Confirm overall compliance by ticking the following box:

- ☐ This application follows the SHP Design Approach: Roof stormwater shall be discharged to a soak pit, which is consistent with Building Code E1 (i.e. the design approach uses a 10% AEP rainfall design event with a one-hour duration in conjunction with the specified design soakage rate and use of storage and soakage volume to deal with the runoff volume).

Single dwellings

A soak pit servicing a single dwelling may be a rock soak pit if the pit is not sited within an accessway area. For a rock soak pit, determine the soak pit base size for either a 1m or a 1.5m depth of rock, using [Figures G2A and G2B](#), based on the roof catchment areas and the soakage rate determined by the Soakage Rate [Figure G1](#) or the site-specific soakage test result if it falls within the rates covered by [Figures G2A and G2B](#). Standard details for a rock soak pit shown in [Figure G2C](#) shall be used.

Multiple dwellings

If the proposed soak pit services the roof areas of more than one dwelling or is sited within the accessway area, it shall be either a chamber soak pit as shown by [Figure G2D](#), or a basket soak pit as shown in [Figure G2I](#). If the Chamber Soak Pit is located within an accessway area, the lid must be at the surface of the accessway, as per Note 3 in [Figure G2D](#). If the combined roof area catchment exceeds approximately 50m², it is likely that the chamber soak pit will require a section of pipe extending horizontally from the access chamber to provide additional stormwater storage. The size and length of pipe required for a

APPLICATION FOR A STREAMLINED HOUSING PROCESS RESOURCE CONSENT

soakage rate of 25mm/hr, 50mm/hr, 100mm/hr and 200mm/hr, for a chamber soak pit are shown in [Figures G2E to G2H](#). These figures may also be used for sizing a chamber soak pit in Shannon, Foxton and Foxton Beach if the specific soakage test results fall into the range covered by the figures.

A basket soak pit may be used for individual dwellings and the discharge from combined dwellings. A basket soak pit may be located in lawn / garden areas and in accessway areas. A basket soak pit shall be constructed in accordance with [Figure G2I](#). For a basket soak pit, the soak pit base size for a 0.85m depth of basket media shall be determined by using [Figure G2J](#), based on the roof catchment area and the design soakage rate determined by the Soakage Rate [Figure G1](#) or the design soakage rate determined from testing at Shannon, Foxton and Foxton Beach, as appropriate.

Therefore, the following AEE applies:

These methods will manage stormwater runoff from roofs in a way that avoids nuisance to neighbours and avoids excess stormwater runoff discharged to public roads and avoids any additional flow in the event of flooding/inundation. The effects of stormwater runoff from using these methods are therefore no more than minor.

Additional assessment comments:

Indicate the contents of the application, and confirm compliance by ticking one of the following boxes:

- ☐ This application uses rock soak pits for single dwellings not sited within a driveway area, complying with the standard details shown in [Figure G2C](#).
- ☐ This application uses one or more chamber soak pits or basket soak pits and is compliant with [Figure G2D](#) and [Figure G2J](#).

If using **rock soak pits**, tick the box for the proposed approach and fill in the soak pit base size:

- ☐ This application uses rock soak pits with a 1m depth of rock. Based on [Figure G2A](#), the base size is as follows: _____m²
- ☐ This application uses rock soak pits with a 1.5m depth of rock. Based on [Figure G2B](#), the base size is as follows: _____m²

If using **chamber soak pits** or **basket soak pits**, tick the box and fill in the details for the proposed approach:

- ☐ The combined roof area catchment in this application is less than 50m²
- ☐ The combined roof area catchment in this application exceeds 50m² and is: _____m². Based on [Figure G2E](#) (25mm/hr soakage rate), the pipe diameter is: _____mm, and the pipe length: _____m
- ☐ The combined roof area catchment in this application exceeds 50m² and is: _____m². Based on [Figure G2F](#) (50mm/hr soakage rate), the pipe diameter is: _____mm, and the pipe length: _____m

APPLICATION FOR A STREAMLINED HOUSING PROCESS RESOURCE CONSENT

- ☐ The combined roof area catchment in this application exceeds 50m² and is: _____ m². Based on [Figure G2G](#) (100mm/hr soakage rate), the pipe diameter is: _____ mm, and the pipe length is: _____ m
- ☐ The combined roof area catchment in this application exceeds 50m² and is: _____ m². Based on [Figure G2H](#) (200mm/hr soakage rate), the pipe diameter is: _____ mm, and the pipe length is: _____ m
- ☐ The combined roof area is: _____ m². Based on [Figure G2J](#) the volume of the basket is: _____ m³, and the depth of the basket is 0.85m with a basket width of: _____ m and a basket length of: _____ m.

G3. Accessway stormwater

Confirm overall compliance by ticking the following box:

- ☐ This application follows the *SHP Design Approach: Stormwater from accessways shall be discharged to either chamber soak pits or basket soak pits. If the slope of the site is better suited to more than one soak pit, then multiple chamber soak pits or basket soak pits shall be acceptable. A chamber soak pit shall be constructed in accordance with [Figure G2D](#), and a basket soak pit shall be constructed in accordance with [Figure G2I](#). The accessway system shall incorporate a stormwater collection system comprising appropriate combinations of kerbs, channels, dish channels, slot drains, sumps and piped sections to ensure that the runoff from the accessway is collected and discharged to one or more chamber or basket soak pits. The section of the accessway system within the site that drains towards the public road shall have a stormwater sump within the site, within sufficient proximity of the road so the overflow runoff reaches the road, and does not impair the use of the accessway. The section of accessway system within the site that drains away from the public road and to the back area of the site shall have a secondary flow path either onto adjacent property, or to the road, that is below the proposed floor level of the new dwellings, complying with Section E1 of the Building Code.*

A chamber soak pit for an accessway may be sited beneath a formed and sealed accessway if it complies with [Figure G2D](#). The chamber soak pit shall include a manhole to allow access for maintenance and shall have the minimum length of horizontal pipe(s) shown in [Figures G2E to G2H](#), depending on the soakage rate for the site as required for the catchment area draining to the chamber soak pit. A basket soak pit for an accessway may be sited beneath a formed and sealed accessway if it complies with [Figures G2I and G2J](#).

Therefore, the following AEE applies:

This method will appropriately manage stormwater runoff from driveway areas in a way that avoids potential adverse flooding effects on neighbours and avoids excess stormwater runoff discharged to Council roads and avoids any additional flow in the event of flooding/inundation. The effects of stormwater runoff from using these methods are therefore no more than minor.

Additional assessment comments:

Tick the box to confirm compliance and fill in the number of chamber or basket soak pits in the application:

APPLICATION FOR A STREAMLINED HOUSING PROCESS RESOURCE CONSENT

- ☐ The number of chamber or basket soak pits in this application is: _____. The design of these complies with **Figure G2D** for a chamber soak pit, and **Figure G2I** for a basket soak pit. The accessway system incorporates a stormwater collection system comprising appropriate combinations of kerbs, channels, dish channels, slot drains, sumps and piped sections to ensure that the runoff from the driveway is collected and discharged to the chamber and / or basket soak pit(s).

Tick the box to confirm compliance:

- ☐ This application contains a stormwater sump for the section of accessway system within the site that drains towards the public road. This sump is within sufficient proximity of the road, so the overflow runoff reaches the road, and does not impair the use of the accessway.

Tick the box to confirm compliance:

- ☐ This application contains - for the section of accessway system within the site that drains away from the public road and to the back area of the site - a secondary flow path either onto adjacent property, or to the road, that is below the proposed floor level of the new dwellings, complying with Section E1 of the Building Code.

Tick the box and fill in the details for the proposed approach:

- ☐ The combined roof area and accessway area catchment in this application exceeds 50m² and is: _____ m². Based on **Figure G2E** (25mm/hr soakage rate), the pipe diameter is: _____ mm, and the pipe length is: _____ m
- ☐ The combined roof area and accessway area catchment in this application exceeds 50m² and is: _____ m². Based on **Figure G2F** (50mm/hr soakage rate), the pipe diameter is: _____ mm, and the pipe length is: _____ m
- ☐ The combined roof area and accessway area catchment in this application exceeds 50m² and is: _____ m². Based on **Figure G2G** (100mm/hr soakage rate), the pipe diameter is: _____ mm, and the pipe length is: _____ m
- ☐ The combined roof area and accessway area catchment in this application exceeds 50m² and is: _____ m². Based on **Figure G2H** (200mm/hr soakage rate), the pipe diameter is: _____ mm, and the pipe length is: _____ m
- ☐ The combined roof area and accessway area catchment is: _____ m². Based on **Figure G2J**, the volume of the basket is: _____ m³, and the depth of the basket is 0.85m with a basket width of: _____ m, and a basket length of: _____ m

G4. Rainwater collection

Select one of the following:

- ☐ This application includes a rainwater tank.
Therefore, the following **AEE** applies:
The use of a rainwater tank will have a two-fold positive effect. It will decrease the total volume of stormwater run-off, reducing the stormwater effects of the SHP proposal, and will reduce overall demand on reticulated water supply.

Additional assessment comments:

APPLICATION FOR A STREAMLINED HOUSING PROCESS RESOURCE CONSENT

- ☐ This application does not include a rainwater tank in line with the *SHP Design Approach*: *Rainwater tanks are encouraged, but not required.*
Therefore, the following **AEE** applies:
A rainwater tank is not proposed. Stormwater effects will be appropriately managed through compliance with G1, G2, and G3.

Additional assessment comments:

H. Wastewater

H1. Sewer laterals

Confirm overall compliance by ticking the following box:

- ☐ This application follows the *SHP Design Approach*: *If the existing house remains in use and in its original location, the existing sewer lateral between the boundary and the public sewer main may be used, if a CCTV camera inspection confirms the sewer lateral is in a good condition.*

All new dwellings shall be connected to a new sewer lateral and be connected to the public sewer main. The pipe connection to the public main, at the point of discharge, shall comply with Figure 9 in Section 2.4 of the HDC Wastewater Bylaw and shall include a Lamp Hole Cleaning Eye (LHCE) or similar access chamber at the end of the common sewer within the property, for rodding purposes as shown by Figure H1.

A common private 100mm diameter sewer may be used for up to four dwellings at a grade of 1 in 60. This maximum of four dwellings shall be reduced to three dwelling units for a gradient flatter than 1 in 100. The minimum gradient allowable for a 100mm diameter sewer shall be 1 in 120.

Select which option applies to this application:

- ☐ The existing house will not remain in use and in its original location.
- ☐ The existing house will remain in use and in its original location. CCTV camera inspection has confirmed that the existing sewer lateral between the boundary and the public sewer main is in a good condition and can accommodate the proposed additional dwellings.
- ☐ The existing house will remain in use and in its original location. CCTV camera inspection has confirmed that the existing sewer lateral between the boundary and the public sewer main is not in a good condition and will not be used.

Select which option applies:

- ☐ All new dwellings will be connected to a new sewer lateral and be connected to the public sewer main. The pipe connection to the public sewer main, at the point of discharge, shall be in accordance with Figure 9 in Section 2.4 of the HDC Wastewater Bylaw and shall include a LHCE or similar access chamber at the end of the common sewer within the

APPLICATION FOR A STREAMLINED HOUSING PROCESS RESOURCE CONSENT

- property, for rodding purposes as shown by [Figure H1](#).
- ☐ All new dwellings will be connected to a new sewer lateral and be connected to the public sewer main. The pipe connection to the public sewer main, at the point of discharge, will not be in accordance with Figure 9 in Section 2.4 of the HDC Wastewater Bylaw, as there is no LHCE or similar access chamber at the end of the common sewer within the property for rodding purposes.

Tick the box to confirm compliance and fill in the details of the proposed approach.

- ☐ In line with the SHP Design Approach, a common private _____mm diameter sewer will be used for _____ dwellings at a grade of 1 in _____.

H2. Gravity connections

Confirm compliance by ticking the following box:

- ☐ This application follows the *SHP Design Approach: A 100mm diameter gravity connection shall have a gradient no flatter than 1 in 120 and a 150mm diameter gravity connection shall have a gradient no flatter than 1 in 150.*

H3. Preparatory pumped products

- ☐ This application follows the *SHP Design Approach: Pumping of wastewater from the new dwellings to a new main from the boundary to the public sewer in the road will be permitted if there is insufficient gravity fall. A typical sewer drain arrangement for a site requiring some of the new dwellings to be pumped is shown in [Figure H3](#).*

The preparatory pumping facility used in the dwellings shall meet the HDC engineering standards.

I. Water supply

I1. Water connections

Confirm overall compliance by ticking the following box:

- ☐ This application follows the *SHP Design Approach: For each dwelling one connection to the public water main, with one toby per dwelling, must be established. Multiple tobies can be sited in a common toby junction chamber, with tobies labelled for each dwelling. The water connection from the toby to the dwelling shall be a 20mm diameter pipe if the distance between the toby and the dwelling is less than 20m. If the distance is more than 20m, then a 25mm diameter pipe connection to the dwelling shall be used.*

Select which option applies:

- ☐ The application contains multiple tobies which will be sited in a common toby junction chamber, with tobies labelled for each unit.
- ☐ The application does not contain a common toby junction chamber.

Select which option applies:

APPLICATION FOR A STREAMLINED HOUSING PROCESS RESOURCE CONSENT

- ☐ The length of the water connection from the toby to the dwelling will be less than 20m and will be a 20mm diameter pipe.
- ☐ The length of the water connection from the toby to the dwelling will be more than 20m and will be a 25mm diameter pipe.

12. Firefighting standards

Confirm overall compliance by ticking the following box:

- ☐ This application follows the *SHP Design Approach: The maximum distance from the nearest existing fire hydrant to the furthest corner or wall of a dwelling shall not exceed 135m, measured along the road and most convenient access for fire hose deployment, such as up the accessway. If the distance from the nearest existing hydrant to the furthest new dwelling exceeds 135m, a new hydrant shall be installed on the public water main at the location directed by the Council, in consultation with FENZ.*

Select which option applies:

- ☐ The maximum distance from the nearest existing fire hydrant to the furthest corner or wall of any proposed dwelling will not exceed 135m and the existing fire-hydrant will be relied on.
- ☐ The maximum distance from the nearest existing fire hydrant to the furthest corner or wall of any proposed dwelling will exceed 135m and a new fire hydrant will be installed at a location directed by the Council.

6b. Assessment of Environmental Effects related to other compliance matters

Attach an assessment of the proposed activity against other matters requiring consent, including matters and information required by the District Plan, the Regional Plan, the Resource Management Act 1991, or any regulations made under that Act.

Assessment of cumulative effects

Confirm that the following applies:

- ☐ The SHP design approach and the accompanying assessments of environmental effects set out in section 6a above, demonstrate that the adverse environmental effects associated with the infringement of the existing District Plan density rules (minimum lot size, building coverage, and number of units) will be less than minor. The adverse effects on the street, neighbours, and the onsite amenity will be mitigated and managed through strict adherence to the other bulk and location rules in the District Plan, and will be complemented by some additional standards that are more restrictive than what is currently provided for under the District Plan. As such, the adverse effects, including the cumulative effects of the proposal are considered to be less than minor.

7. Other Relevant Planning Provisions

Provide information to address any other relevant planning provisions such as s104 or Schedule 4 of the Resource Management Act:

[illegible]

Working Draft

Exclusion of the Public : Local Government Official Information and Meetings Act 1987

The following motion is submitted for consideration:

That the public be excluded from the following part(s) of the proceedings of this meeting.

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution follows.

This resolution is made in reliance on section 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by section 6 or section 7 of that Act which would be prejudiced by the holding of the whole or relevant part of the proceedings of the meeting in public, as follows:

C1 Potential Sale Shannon Waste Transfer Station

Reason for passing this resolution in relation to each matter	Particular interest(s) protected (where applicable)	Ground(s) under section 48(1) for the passing of this resolution
The public conduct of the part of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists under section 7.	s7(2)(h) - The withholding of the information is necessary to enable the local authority to carry out, without prejudice or disadvantage, commercial activities. s7(2)(i) - The withholding of the information is necessary to enable the local authority to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).	s48(1)(a) The public conduct of the part of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists under section 7.