



Ashburton District Council

AGENDA

A **MEETING** of the **ENVIRONMENTAL SERVICES COMMITTEE** will be held as follows:

Date: Thursday 19 March 2009

Time: 1.30 pm

Venue: Council Chamber
5 Baring Square West
Ashburton

B LESTER
Chief Executive

MEMBERS:

Cr R J Kilworth (Chairman)
Cr R C Beavan
Cr I J Burgess
Cr J A Kingsbury
Cr L J Leadley
Cr P W Reveley
Cr J Sparks
Cr B A Tasker
Mayor M B O'Malley (ex officio)

AGENDA

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13 March 2009

ASHBURTON DISTRICT COUNCIL REPORT

FILE NO: 6/9/44
DATE: 19 March 2009
REPORT TO: Environmental Services Committee
FROM: Heritage Assessment Subcommittee
SUBJECT: Heritage Grant Funding

5. HERITAGE ASSESSMENT SUBCOMMITTEE – GRANT FUNDING

REPORT AND MINUTES of a meeting of the **HERITAGE ASSESSMENT SUBCOMMITTEE** meeting held in the Councillors Lounge, 5 Baring Square West, Ashburton, on Thursday 26 February 2009, commencing at 1.00 pm.

PRESENT: Councillors R Beavan (Convener), J Sparks and B Tasker.
In attendance Assistant Planner, C Yates.

Review of the Heritage Grant Policy

The Heritage Assessment Subcommittee considers that the review of the heritage grant policy should be held over until the review of the District Plan has been completed.

Heritage Grant Applications

The Subcommittee first considered the following four applications on 22 September 2008. Because there was insufficient information to support these applications, a request was made for further information to be provided by the applicants.

St Marks Church, Rakaia

District Plan Category A N^o 22 (internal and external protection)
NZ Historic Places Trust Register Category II No. 5453

The Subcommittee evaluated the further information provided. The application was for a new toilet block to be erected in the grounds of St Marks Church, Elizabeth Avenue, Rakaia. The Subcommittee found that this application did not meet the criteria for a heritage grant.

The applicant is to be advised that there is a Council grant scheme which will be advertised in August.

Church of St John the Evangelist, Windermere

District Plan Category A N^o 23
NZ Historic Places Trust Register Category II No. 1753
Internal and External Protection

Further information was not available in time for the Subcommittee to consider this application on 26 February 2009. The Subcommittee agreed to allow an extension until Thursday 12 March, 2009. Mrs Yates was instructed to contact the applicant and advise him of this. The delay was caused because of the applicant did not have an up to date quotation to support the change of the proposal due to advice from NZ Historic Places Trust. The Subcommittee is to meet on 19 March, 2009, to finalise this application.

Akaunui (dwelling)

District Plan Category A No. 14
NZ Historic Places Trust Register Category II No. 1751
External Protection only

The Subcommittee accepted the further information provided for this application together with the supportive email from NZ Historic Places Trust and confirmation that this proposal met the District Plan requirements and the criteria for a heritage grant.

St Aidans Church, Hoods Road, Mt Somers

District Plan Category A N^o 24
Internal and external protection
Not listed on the NZ Historic Places Trust register.

The Subcommittee expressed concerns about the impact of the proposed fans being attached to the existing beams in the church and noted that the NZ Historic Places Trust, through their architect, had expressed similar concerns. Neither the Subcommittee nor the NZ Historic Places Trust was adverse to freestanding heaters.

The Subcommittee was conscious that this church has internal and external protection. In fact, the NZ Historic Places Trust referred to it as an “intact church”.

The Subcommittee believes that this application does not comply with the heritage grant criteria - in particular, clause 2 which states

“Projects which provide for specialised maintenance such as replacing matching cladding or replacing matching windows or other fittings in order to retain the heritage state of the item”.

It was considered that the fittings proposed would detract from the originality of this beautiful church.

The Subcommittee confirmed with the Environmental Services Manager that resource consent would be required to install the fans in the church ceiling as well as attaching the proposed heaters to the walls of the church. It is stated within the District Plan Heritage Rules that an “alteration or addition to a heritage building of special interest” is a Discretionary Activity.

RECOMMENDATION TO ENVIRONMENTAL SERVICES COMMITTEE

- “1. That the application from St Marks Church be declined, as it did not meet the criteria of the Heritage Grant Policy.
2. That the application from Church of St John the Evangelist be held meanwhile, pending receipt of further information.
3. That the application of Ian Mackenzie of Akaunui, for \$5,000 to assist with the replacement of the existing decramastic tile roofing with iron, be granted.
- 4 That the application from Mayfield Mt Somers Anglican Parish in respect to St Aidans Church, Mt Somers, be declined as it does not meet the criteria of the Heritage Grant Policy.
5. That the Committee notes the balance of the Heritage Grant fund stands at \$28,881 as a result of these decisions.”

Tasker/Beavan

Carried

The meeting concluded at 11.15 am.

ASHBURTON DISTRICT COUNCIL REPORT

FILE NO: 2/26/1 cc 5/1/6/2 & 5/0/7/1
DATE: 19 March 2009
REPORT TO: Environmental Services Committee
FROM: Town Centre Subcommittee
SUBJECT: Town Centre Concept Plan

6. TOWN CENTRE SUBCOMMITTEE – TOWN CENTRE CONCEPT PLAN

REPORT and MINUTES of a meeting of the **TOWN CENTRE SUBCOMMITTEE** held in the Council Chamber, 5 Baring Square West, Ashburton, on Thursday 5 February 2009, commencing at 9.40 am.

PRESENT: Councillors J Leadley (Chair), R Kilworth, J Kingsbury, J Sparks and K Holmes.

Also in attendance Councillors J Burgess and B Tasker; Chief Executive, Environmental Services Manager, Roading & Street Services Manager and Committee Secretary.

APOLOGY: Mayor B O'Malley and Cr Beavan

Sustained

Extraordinary Business

Draft Parking Study

The Roading & Street Services Manager reported that the draft parking study has been released and will be presented for discussion later in the meeting.

Ashburton Town Centre Concept

Boffa Miskell consultants Tim Church and Nik Kneale were welcomed to the meeting to present the concept plan.

The Subcommittee noted that the focus today isn't on the work scope, and that there is no expectation from Council that major works will be carried out in the near future. It was agreed that it is important to have the concept flagged in the District Plan review.

T Church advised that the final report has incorporated consultation material and recommendations from that process. He presented the draft report via Powerpoint and the following points were discussed:

- Overall the purpose of the concept plan is to expand on Council's development plan.
- No conception of town centre boundaries at the beginning but have since looked at how the town centre could grow from the central retail core.
- The concept plan is a broad framework with preliminary design options.
- Process and implementation now includes key publicly funded works as well as including some indicative land use changes – also to be included in the District Plan review.
- The heritage context is to be emphasised. There have been discussions with the NZ Heritage Places Trust about the rail overhead bridge – one of the key objectives is to enhance links to the town centre and NZHPT supports emphasis of the Ashburton Domain and would oppose any replacement of the existing overhead bridge.

- The Environmental Services Manager said that the future of the existing footbridge is of concern because of its condition. NZHPT would support extending the bridge across the highway to link with the Domain / cultural precinct– ie adaptive re-use of bridge.
- There are significant technical issues – ie transport agencies, fire service – because the concept plan is about broad linkages. Those agencies’ concerns haven’t been addressed in the concept plan but will be picked up as the project is implemented and incorporated in detailed design stages.
- A map of places that the District Plan recognises as historic sites, as well as protected trees, will be included.
- Reference will be made to the railway station building, without holding a position, pending conclusion of the Environment Court decision (will include an addendum when that decision is known).
- Consultation was considered to be successful and it is estimated that over 100 people attended the open days.
- Good representation from the community, although numbers were small it was across the spectrum of ages.
- There was no specific feedback from the Business Association following their meeting, however their reaction at the meeting appeared positive.
- Comments from the community are similar – people were asked to identify what they considered to be distinctive features – the clock tower and Baring Sq East featured significantly – also strong favour for expanding the town centre around Baring Sq.
- Strong favour for an integrated core approach – many noted in their comments the historic value of the Triangle shops.
- People were asked to rank six key projects – scores were close and a specific precinct was more favoured than a corridor. Green corridors and lanes were also favoured.
- Strong preference for Option 2 on the East St project – ie changing car parking configuration, widening footpaths. A slight narrowing of carriageways would not impede traffic. These are suggestions only but give direction for design development. It was noted that Transit has supported the East St option.
- Boffa’s preference would be to progress the East St option. They would like to reduce the number of crossing points for pedestrians and cyclists on the western side and want a seamless passage from the east side of the Tinwald over the bridge and past the town centre. NZTA have some planned infrastructure on the western side. Would look to upgrade pedestrian refuges in discussion with NZTA.
- NZTA has concerns about turning traffic from Burnett and Tancred Streets into the highway.
- Councillors spoke about the proposed cycleway extension and the need to confirm where this will be before anything else. The cycleway needs to integrate into the town centre plan.
- The Tinwald section of the cycleway will be extended along the green side of the highway.
- The consultants were asked whether any thought has been given to relocating the cenotaph – B Lester noted there is a precedent (Waimakariri).
- T Church said consultation showed that Baring Sq West is ‘hallowed’ ground. As part of the improvement works, they would like to consider streets that sit around the square.

- NZTA have indicated they see the benefit of having a square as gateway to town but were mainly supportive of moving the main activity hub (community gathering spot) on Baring Sq East rather than West. Keep Baring Sq West as a more formal memorial site.
- T Church suggested the focus could be on two of the minor streets near Baring Sq West and believes there is scope for hard paving.

The Subcommittee adjourned for morning tea at 10.32 am and resumed at 10.47 am.

- Future growth options – other potential options considered. The community is supportive of an integrated core – and this is Boffa’s preference. Connect with the entrance to the Domain, reincorporate Triangle shops and opposite side of Cass St.
- NZTA is trying to discourage small scale shops on West St, however have decided to keep small scale retail to service part of town. Also, a number of existing uses are unlikely to move.
- Another issue is the heritage infrastructure on that side of town.
- Also recognise that the future of the state highway could change.
- Have looked at the Glasgow lease area within the town boundary (south east) and recognise new industrial development. In terms of a long term strategy would like to phase that area into residential – before that could phase into commercial – ie phase out heavy industrial.
- J McKenzie suggested that the next District Plan could show that there would be direction to keep land uses compatible – ie gradual change showing intention for lighter industrial. Difficulty to visualise because river park concept not developed.
- T Church said they have tried to make the river park compatible with proposed land uses and are working with the District Plan review team at Boffas.
- Cr Kilworth suggested consideration could also be given to the ‘live / work’ concept. T Church agreed to add a comment – ie will look at the commercial service aspects along with the ‘live / work’ option.
- Discussed whether NZTA would consider relocating the state highway to Kermode St instead of Moore St. D Robertson said that where it meets West St is too close to rail – would be no stacking room for northbound traffic– unsafe. NZTA is now looking to close that link (from Kermode) onto West St.
- T Church said that work could start now on projects with Council. He noted the suggestion that Council should be working with the Licensing Trust on the lane adjacent to the new Somerset building. Boffas have a full laneway guidance document (prepared for CCC) – available on the web.
- T Church said the Triangle would be an important terminus for the Cass St upgrade (only Mona Sq anchoring at one end). The area referred to is the parking bay outside the Devon. People are parking around streets to attend Event Centre – a strategic space wasted as a car park. Also, if improving the Triangle shops and the link between Baring Sq, the Triangle and the Events Centre – it would be better used as a public space than a car park.
- Preliminary design options provided but kept broad and quite indicative.

Recommended actions –

- Boffas are today looking for some acceptance from Council that they have reached the end point of the concept plan and can now start looking at the next steps – ie with the exception of minor changes, can start at the implementation of key projects and include in the District Plan review.

- Cr Kilworth referred to the third option for Baring Sq East - noting that Council and the Licensing Trust have an agreement for the current gallery / museum and some development on that site is expected. She noted that the square doesn't seem to have a natural connection to what may happen on that site and is more of a barrier (because of tree layout). Cr Kilworth asked for a matrix of funding and a timetable for work already programmed as well as some protocols around how those linkages will be made internally – ie who has to sign off when the work is anticipated. There is a need to be aware of the community's ability to meet the cost of future repairs / maintenance – these may be significant.
- Reference was also made to the sculptured mounding (railway line) and while it has aesthetic appeal, there is a need to be aware of the community's ability to meet the cost of future maintenance.
- T Church acknowledged there is still to be considerable consultation to refine options down to something that is acceptable to everyone.
- Cr Leadley also noted that for some time there has been a design in place for a gallery on its existing site that would result in the street being partially closed.
- B Lester agreed on the need for a matrix of future projects. He said that there is little in Council's existing budget that will contribute to enhancement but there are other projects where additional costs could be looked at to 'step up' the quality – eg parking.
- Cr Holmes expressed concern that the project has been consulted on with very little costs around it – he asked how the brief became this big.
- J McKenzie said that Council would have the option when it came to change, for example, a parking / roading pattern and the concept plan would be used as a guide. Expenditure would therefore be accommodated within the operational budget.
- B Lester said this is a significant step up from renewal and would require additional budget. The concept plan is long term – its inclusion in the District Plan will give direction to property owners.
- The Subcommittee accepted the concept plan in principle, taking into account some minor changes required, and agreed that it will be important to the District Plan review process.

RECOMMENDATION TO ENVIRONMENTAL SERVICES COMMITTEE

“That Council accepts in principle the Ashburton Town Centre Concept Plan.”

Kilworth/Sparks

Carried

Key Project Phasing

- N Kneale explained the staging costs and referred to the spreadsheet which was divided into four categories – premium, medium, basic and minimal treatment options. He noted that 18 key projects where design work could happen now have been identified – these could be rolled out over a number of years. Mr Kneale gave the example of some rejuvenation work that could be carried out in Baring Sq East which could have low cost but a big impact. He said that while design work can be phased in, it would be recommended that construction be completed in one stage.
- Consult with the public on the overall vision – around a four month process at the end of which a final design report would be issued to form the next phase – ie develop design.
- J McKenzie confirmed that Council has budgeted for design work in the next financial year. Around 90K for further consultation and 50K for design, from 1 July, however developing the concept plan will use up the existing budget.

Sign Protocol for Council Facilities

The Environmental Services Manager reported that Council's signs lack standardisation and recommended that a protocol be developed. The standardisation would apply to signs on Council facilities rather than directional signs.

Cr Tasker noted that the NZHPT recommends consistency for signs on heritage buildings and Council's protocol could be similar.

The Chief Executive advised that there is no existing budget for this work and that budget referred to in the report is for maintenance of existing signs. He said it could be increased to incorporate new signs.

The Roading & Street Services Manager said that Council has adopted Transit's code of practice for roading signs which include place names / information signs. The COP is in keeping with international standards and cannot be adjusted.

RECOMMENDATION TO ENVIRONMENTAL SERVICES COMMITTEE

"That the Town Centre Subcommittee proceeds with the sign protocol project to develop a standardised sign format to a maximum of \$11,650 to be sourced from an appropriate fund."

Holmes/Kingsbury

Carried

Parking Study

The Roading & Street Services Manager reported that Council has received the latest draft of the Parking Study from Opus Consultants and this will be further developed and referred to the Parking Strategy Group with the intention that the Group reconvenes in late March. Public consultation will follow and the final report is to be adopted by Council in June / July 2009.

The Subcommittee requested staff to also consult with NZTA, Boffa Miskell and Opus before the document is finalised for public consultation. Mr Robertson confirmed that a preliminary meeting at officer level will be held in early March.

The meeting concluded at 12.40 pm.

ACTIVITY REPORTS

7.1 BUILDING SERVICES

7.1.1 Building Consents

The number of building consents issued during February was 68; this is a reduction of 29 building consents from the same month in the previous year. The number of applications received for the month was 73; this is a reduction of 26 applications from the same month in the previous year. These numbers represent an improvement over the previous month of 11 building consents issued and 30 applications received. Areas which have seen a noted decline are new milking sheds, domestic garages, re-sited houses, and conservatories. Other one-off buildings (schools, hotels, etc) have also seen a decline which is reflected in the annual statistics.

Building consent data and activity graphs are attached.

Pages 15-22

7.1.2 Building Services Information Night

On 26 February, the Building Services Department held an information night for local builders, designers and architects. The meeting was held at the Hotel Ashburton and attended by approximately 150 people with attendees also coming from Dunsandal and Christchurch. Changes to Council procedures and legislation, such as additional inspections and the quality of information submitted, was discussed at length with the attendees able to pose questions to the Council. The night was well received with feedback from attendees being positive.

7.1.3 Building Consent Processing Times

Currently the number of building consent applications being processed within the statutory timeframe is 51.4%. This fall in processing times reflects the amount of information required to be assessed and the time required carrying out the assessments. Currently the Council is utilising an outside contractor in an effort to reduce processing times and has even had the contractor work in-house. The use of outside contractors is not a preferred option (partly due to increased cost) and highlights the need for additional staff as shown in the BCA Staff Resourcing Matrix. The use of outside contractors not a viable or an economic long term alternative to bringing on board, training and developing the staff necessary for the Council to carry out duties within the required time frames.

7.1.4 Inspection Times

Currently the waiting time for building inspections is 2-3 days. This reflects an increase in the number of inspections required to be carried out for the Council to be satisfied that the work complies with the Building Code. There have been issues recently which, if the required inspections were carried out, would have been found and addressed. Additionally the time allotted for inspections does not allow for in depth and detailed inspections and the time required for the associated paperwork involved. These issues also could result in a higher liability to the Council due to limitations on inspection time caused by limited staff resourcing.

7.1.5 Financial Report

Variance comments for the month are attached.

Pages 23-26

7.2 PLANNING

7.2.1 Ashburton Railway Station, Redson Corporation Holdings

Environment Court mediation has been ongoing with a working party examining options for the retention and viability of the Railway Station. The Court requires steady progress and has set the first progress report at 31 March 2009. The Working Party will meet again on 17 March.

7.2.2 Ashburton Community Water Trust Interim Decision Appeal

At the last meeting it was reported that the interim decision released by the joint Hearings Panel of Commissioners acting for both Environment Canterbury and the Ashburton District Council had been appealed to the Environment Court by Synlait. Since that time TrustPower has notified the Environment Court of its wish to participate as a party in the Synlait appeal.

The Ecological Assessment has been prepared, which was requested by the Commissioners due to concerns that the resource consent application did not adequately address this matter. The report states that there are significant natural values present on the Rakaia Terraces and that significant adverse effects would be created by constructing the canal on the proposed alignment. A Management Plan will now need to be prepared to show the Commissioners how the applicant can progress the proposed activity without creating significant adverse effects.

7.2.3 Proposed Plan Change 6 – Boundary Adjustments

The Council has now adopted the final decision in the Plan Change and made the change fully operative.

7.2.4 Proposed Private Plan Change – Lochhead Charitable Trust

Submissions have closed on this Plan Change and a date for a hearing has been set as 31 March 2009. Councillors Beavan (Chair), Leadley and Tasker will make up the Hearings Panel.

7.2.5 Ashburton Aquatic Park Charitable Trust Private Plan Change – Lake Hood

The first round of submissions closed on 10 February 2009, with a total of 8 submissions having been received; further submissions have now been invited with a closure date of 20 March 2009.

7.2.6 KBK Childcare Centre Appeal

A pre-hearing conference was held by the Environment Court on 23 February 2009, in Christchurch. The Appellant, Mr D N Lamb, was late and appears to have not followed procedural requirements for service of his appeal on the parties. The Court has made directions to correct past errors and for the exchange of evidence in preparation of the hearing being held on or after 21 July 2009.

7.2.7 District Plan Workshops

The next workshop on the District Plan Review will take place on 24 March 2009, the topic will be the Residential Zone.

7.2.8 Rapid Numbering Service

With the introduction of a fee for this service, a more formal system of requesting the service and recovering the actual cost of delivering the service will be implemented. A formal business process is being developed to ensure that all tasks involved in the process are identified and that all staff understand their roles.

7.2.9 Resource Consents Granted by Delegated Authority

Pages 27-28

7.2.10 Land use and subdivision consent data

Pages 29-32

7.3 REGULATORY

7.3.1 Staff

Amy Hughes has filled the vacant Environmental Health Officer post. Julie Overton who has developed a formal liquor licensing process has left to have her baby (a 9lb 2oz boy).

7.3.2 Meetings

During the reporting period meetings were held with:

- Wheels week coordinators regarding signage and food premises.
- Food and Health Standards regarding public health contract work.
- Selwyn District Council ref Bylaws

7.3.3 Bylaws

A request for additional liquor ban signage has been received from Methven Community Board.

7.3.4 Environmental Health

• Food safety

- The Food Safety Course run by Aoraki Polytechnic was visited by Adrian Humphries, students were given the opportunity to ask questions & discuss food safety matters.
- 2 Food complaints were investigated.

• Nuisances

- A total of 92 noise complaints were received, 20 noise directions were issued.
- 2 Smoke complaints were investigated.
- 1 Noise complaint emanating from a commercial premises was investigated.
- 1 complaint of ground contamination was investigated.
- 2 Odour complaints were investigated.
- 1 water wastage complaint was investigated.

• Disease

During the reporting period the following disease notifications were made from Ashburton to the District Health Board:

DISEASE	Number
Campylobacteriosis	7
Gastroenteritis	1
Giardiasis	1
Hepatitis B	1
Invasive pneumococcal disease	1
Salmonellosis	1
Yersiniosis	1

No notifications were passed on to Ashburton District Council for further investigation, hence it is assumed that no cases were found to be related and considered to be outbreaks.

7.3.5 Water Monitoring

Sampling indicates that good results have been achieved across all public supplies in the District. One private supply which is monitored under contract was found to have E Coli contamination.

7.3.6 General Inspections

In the reporting period, the following inspections have been carried out:

- 4 building warrant of fitness audits.
- 10 litter infringements were served.
- 12 complaints of littering/illegal dumping were received. Eight investigations of illegal dumping activities were carried out and 10 infringement notices issued.
- 3 Planning matters, one matter relating to signs, two sites continue to be monitored,

7.3.7 Gravel Pits

A meeting has been scheduled with the Operations Department and other interested parties for the end of March. This is to look at the requirements for more effective management of gravel pits.

7.3.8 Liquor Licensing

The following issues are raised:

- The liquor process revamp continues. Destruction of out of date and unnecessary files has commenced.

7.3.9 Animal Control

• Registration status

Since the last meeting dogs unregistered from last year have been identified and registered.

The annual breakdown is as follows:

Category	Number
Dogs registered in 2007/ 2008	5451
New registrations	1055
Dogs re-registered from 2007/2008	5402
2007/ 2008 registered dogs not accounted for	49
Percentage re-registered in 2007/2008	99.1%

- **Court Cases**

Since the last meeting one case has been before the court for a dog rushing at and biting persons. The dog owner was convicted and ordered to pay reparation to three victims and some costs to council. The dog has been destroyed and the owner disqualified from ownership.

One case is waiting to go to court, for being the owner of two dogs that attacked another dog. The two offending dogs have been destroyed on request of the owner. The dog that was attacked is recovering.

- **Dog Control Act – Infringement Notices**

5 infringement notices have been served since the last meeting making a total of 210 since 1 July 2008.

- **Impounding**

28 dogs have been impounded since the last meeting.

- **Rehoming**

3 dogs have been rehomed direct to new owners.

4 six week old puppies went to the SPCA.

- **Animal Control Contract**

The requirements for the new contract tender for animal control continue to be assessed. It is hoped that this will be ready for the tender process by the end of March.

- **Dog and stock control report**

The report for February 2009 is attached.

Pages 33-34

J McKENZIE
Environmental Services Manager