MINUTES FOR THE MEETING OF THE KAIAPOI-TUAHIWI COMMUNITY BOARD
HELD IN MEETING ROOM 1 (UPSTAIRS), RUATANIWHA KAIAPOI CIVIC CENTRE,
176 WILLIAMS STREET, KAIAPOI ON MONDAY 20 MAY 2019 AT 4PM.

PRESENT

C Greengrass (Chairperson), R Blair, J Meyer, M Pinkham, P Redmond, S Stewart

IN ATTENDANCE

J Palmer (Chief Executive), J McBride (Roading and Transport Manager), G Cleary
(Manager Utilities and Roading), K Rabe (Governance Adviser) and C Fowler-Jenkins
(Governance Support Officer)

1 APOLOGIES

Moved S Stewart seconded P Redmond

Apologies were received and accepted for N Atkinson, A Blackie and J Watson, for
absence.

CARRIED

2 CONFLICTS OF INTEREST

There were no conflicts of interest.

3 CONFIRMATION MINUTES

3.1 Minutes of the Kaiapoi-Tuahiwi Community Board – 15 April 2019

Moved P Redmond seconded M Pinkham

THAT the Kaiapoi-Tuahiwi Community Board:

(a) Confirms the circulated minutes of the Kaiapoi-Tuahiwi Community
Board meeting, held 15 April 2019, as a true and accurate record.

CARRIED

4 MATTERS ARISING

There were no matters arising.

5 DEPUTATIONS AND PRESENTATIONS

5.1 Joy Mehlhopt, a resident of Bayliss Drive, spoke to the Board regarding
Environment Canterbury’s proposed new bus route through the Sovereign
Palms subdivision via Lees Road, Bayliss Drive and up Sovereign Boulevard.
She asked the Board’s support regarding retaining the bus route on Williams
Street.

In residents’ opinion this route was not appropriate as Lees Road has no
lighting or footpath, Bayliss Drive and Sovereign Boulevard have several
roundabouts which are very narrow and would be a problem for buses to
negotiate which would make an even slower trip then it already was. Also
there are parks in Bayliss Drive which are used extensively by children this
would cause a safety concern.
J Mehlhopt informed the Board that many of her neighbours had not realised the proposed change and she then set about contacting people in the subdivision to let them know and to do an informal survey of the support for this change. In her opinion most of the people who she has been in contact with are opposed to buses entering the subdivision and would prefer the status quo.

J Mehlhopt pointed out that many of the people living in the subdivision were young families who did not use public transport and that Environment Canterbury had stated that there was little uptake from the subdivision for public transport. She mentioned that most people were happy to walk to the bus stop on Williams Street or if a quicker service was required people drove into Kaiapoi and caught the bus from there. Most residents had moved into the area for a quiet lifestyle away from traffic and retail areas and did not want their suburb to be a bus corridor bringing unwanted noise, fumes and disruption to their quiet neighbourhood.

She also informed members that Environment Canterbury stated that there were only 17 movements a day on the buses from the Sovereign Palms area which, in her opinion, was not enough to justify adding three more bus routes to the area but residents would appreciate a more frequent service.

Questions

R Blair asked the Chair if they could discuss this matter later during the meeting and was told that the Board would discuss the matter and its own submission during members' forum after the meeting.

J Meyer asked would residents drive to Kaiapoi and then catch a bus, why not just catch the bus and what age was the majority of the current bus users. He was told that to get a more frequent service residents opted to drive to Kaiapoi especially if they also had chores or appointments in Kaiapoi. The age of users were generally older residents or students.

M Pinkham asked for clarification on how far J Mehlhopt had surveyed residents or if the survey was carried out along Bayliss Drive. J Mehlhopt replied that she had made up flyers informing every household bar two streets and had a very good response rate from that initiative.

M Pinkham also enquired if the residents had any other items they would like support with and was told the frequency of busses along Williams Street would be appreciated.

C Greengrass informed residents that the Waimakariri District Council had previously submitted to get more busses into suburbs and subdivisions to service the elderly and disabled and wondered if leaving one bus route along Bayliss Drive would be acceptable so as to help those who could not walk to Williams Street bus stops. J Mehlhopt told the Board that the residents were adamant that they did not want any busses in Sovereign Palms.

M Pinkham asked if the group had talked to Silverstream residents about how the buses through the subdivision had affected the residents.

C Greengrass encouraged residents to put in individual submissions as well as a group submission. She thanked J Mehlhopt for her presentation and congratulated her on raising many valid points, which the Board would consider when finalising its own submission.

6  ADJOURNED BUSINESS

There was no adjourned business.
7 REPORTS

7.1 Service Requests Six Monthly Results – Maree Harris (Customer Services Manager)
Moved C Greengrass seconded P Redmond
THAT the Kaiapoi-Tuahiwi Community Board:
(a) Receives report No.190501062291

7.2 Report back on NZ Community Boards’ Conference 2019 – Kay Rabe (Governance Advisor)
Moved C Greengrass seconded S Stewart
THAT the Kaiapoi-Tuahiwi Community Board:
(b) Receives report No. 190423058748

7.3 Ratification of the Board’s Comments on the Reviewed District Plan ‘What’s the Plan’ – Kay Rabe (Governance Advisor)
Moved P Redmond seconded M Pinkham
THAT the Woodend-Sefton Community Board:
(c) Receives report No 190509066112
(d) Retrospectively ratifies the Board’s Comments on the Waimakariri District Council’s Reviewed District Plan (Trim ref: 190508065617)

8 CORRESPONDENCE
There was no correspondence.

9 CHAIRPERSON’S REPORT
9.1 Chair’s Diary for May 2019
Moved C Greengrass seconded S Stewart
THAT the Kaiapoi-Tuahiwi Community Board:
(e) Receives report No. 190506063835

10 MATTERS FOR INFORMATION
10.1 Oxford-Ohoka Community Board meeting minutes – 3 April 2019 (Trim No. 190404049937)
10.2 Woodend-Sefton Community Board meeting minutes – 8 April 2019 (Trim No. 190404049992)
10.3 Rangiora-Ashley Community Board meeting minutes 10 April 2019 (Trim No. 190404050002)
10.4 **Youth Council meeting minutes – February 26 2019**

10.5 **Youth Council meeting minutes – March 26 2019**

M Pinkham thanked staff for the change of process for ‘Matters for Information’ in response to his request at the last meeting. The new method was much appreciated with less volume in one sitting and timely in regards to the matters being dealt with.

Moved P Redmond seconded M Pinkham

**THAT** the Kaiapoi-Tuahiwi Community Board receives the information in items 10.1-10.05.

*Note: Matters for Information were circulated to members separately.*

**CARRIED**

11 **MEMBERS’ INFORMATION EXCHANGE**

**R Blair**
- Attended monthly Darnley Club meeting
- Attended the Signage meeting

**P Redmond**
- Attended ANZAC Day Commemorations on 25 April – 10am-Kaiapoi at Troussselot Park, 11:15am – Rangiora, 2pm – Tuahiwi retired to Marae for refreshments
- 29 April attended WDC Rural Residential Development Strategy Hearings, Ohoka natural drainage at capacity, consultation for new residents
- 30 April further RRDS Hearings, extending Mandeville south boundary,
- 2 May attended Big Brothers Big Sisters breakfast
- 6 May attended Kaiapoi Red Cross 80th Birthday
- 6 May attended regeneration steering group meeting
- 7 May attended Board workshop on ‘what’s the plan’
- 8 May attended annual Hui at Tuahiwi
- 9 May attended workshop at Rossburn reviewing safe community accreditation (WDC about 25 years)
- 9 May Annual Plan submission by J Watson
- 9 May attended Ecan drop in session re bus review
- 13 May Attended water zone committee meeting as observer David Ashby to stand down as chair
- 15 May Spent day on bus In north Canterbury and drafted board submission for consideration at Board workshop on 17 May
- 15 May attended all drainage groups meeting at WDC
- 20 May attended sustainability lunchtime presentation at WDC

**C Greengrass**
- Reminded members of Museum AGM on 29 May 2019
- Attended ANZAC service at Tuahiwi
• Attended Red Cross 80th birthday celebrations
• Attended the What’s the Plan workshop
• Attended the Access meeting
• Attended landmarks meeting
• Attended the Signage meeting
• Spoke to UC Political Science students re working in the community and the Community Board
• Attended the Waimakariri Bus Service Review workshop
• Updated members on a resident’s request to have a bench and plaque set up in memory of their late father. Staff working with the family.

J Meyer
• Roading projects busy – finishing up for the financial year
• District Plan Review – working with Working Party to maintain timeline

M Pinham
• Kaiapoi Promotions AGM 17 June 2019 – Mayor is guest speaker
• Working on District Plan Review
• Attended public hearing on Northern Motorway Downstream Effects – Cranford Street

S Stewart
• Update on Draft Plan Change 7
• Attended Combined Drainage Advisory Group
• Attended presentation from St Albans Group on Impact on Cranford Street re Northern Corridor
• Assisting a resident with a Petition to Community and Recreation Committee regarding toxic spraying of public open spaces including carparks

12 CONSULTATION PROJECTS
Nil

13 REGENERATION PROJECTS
13.1 Town Centre, Kaiapoi
Updates on the Kaiapoi Town Centre projects are emailed regularly to Board members. These updates can be accessed using the link below:

13.2 Kaiapoi Regeneration Steering Group
The next meeting of the Kaiapoi Regeneration Steering Group will be held in Meeting Room 1, Ruataniwha Kaiapoi Civic Centre, 4pm on Monday 10 June 2019. This meeting is open to the public.
14 BOARD FUNDING UPDATE

14.1 Board Discretionary Grant
Balance as at 15 May 2019: $2,878.

14.2 General Landscaping Fund
Balance as at 15 May 2019: $46,420.

Question from S Steward regarding new planter boxes installation and if these invoices were to come from the remaining balance or had they already been paid from a previous allocation. Staff replied that this project had already been allocated funding previously so the balance showing as at 15 May 2019 is correct.

15 MEDIA ITEMS

16 QUESTIONS UNDER STANDING ORDERS

Board member M Pinkham submitted the following questions on Friday 10 May for response as per Standing Orders section 20.4.

Kaiapoi Car Parking Financial Contributions

Question 1:
Rule 34.2.7 of the Waimakariri District Plan, repeated below, details how financial contributions shall be required in lieu of providing on-site car parking. Can you please advise which council officers have delegated authority to waive the payment of such financial contributions?

Response:
Financial contributions are applied as a condition of a resource consent as a possible mitigation measure to offset an environmental effect. RMA Section 108 provides for conditions to be placed on resource consents and specifically 108 (2) specifies that financial contributions may be sought. Council staff who have the delegation to impose, or not, a condition on a consent are the:
Manager Regulation
Planning Manager
Team leader – Resource Consents
Senior Planner

Question 2:
Financial contributions in lieu of providing on-site parking were waived for RC175272 at 184 Williams Street, Kaiapoi. Can you please provide a copy of the approval of that waiver, or empowering documentation?

Response:
The planning officer for this consent recommended that financial contributions for parking should be waived. The relevant extract from that report (180111001872) is:

9.8 Financial contributions

As the application site contains three ‘Principal Shopping Street Frontages’ (Williams Street, Charles Street, and the Kaiapoi River Frontage), the District Plan requires
that a financial contribution is required in lieu of on-site car parking provision. However, as part of the application, the applicant has requested that no financial contribution be paid.

The application has included reference to the Kaiapoi Town Centre Parking Study (2017) prepared by Abley Transportation Consultants Limited which demonstrates that there is a high level of parking availability in the vicinity of the application site. The parking study shows that, during the peak parking period (1:30pm – 2:00pm), the streets adjoining the application site have a low average parking occupancy, 0 – 40%. Similarly, the streets in the wider area have a relatively high level of parking availability with the exception of Charles Street and Ravens Quay northwest of Williams Street (both of which have an occupancy rate of above 80%).

Given the above assessment, it is considered that the additional parking demand generated by the proposed development can be effectively accommodated in the surrounding area without displacing the existing parking demand. As such, it is considered that the establishment of additional parking facilities is unnecessary and the requirement to provide a financial contribution should be waived.

The approval of the waiver is provided in the decision for RC175272 (TRIM 180115002432) extract as follows:

Reasons for the decision
Pursuant to Section 113 of the Act the Council was satisfied that:
• All person who have been deemed to be adversely affected by the proposal have provided their written approval.
• The environmental effects will be no more than minor.
• The proposal is not contrary to the objectives and policies of the District Plan.
• Potentially contaminated soils will be appropriately managed.
• The development has been designed to a high standard taking into account the amenity and design features set out in the Kaiapoi Town Centre Plan 2011.
• The additional parking demand generated by the development can be effectively accommodated in the surrounding area without displacing the existing parking demand. As such, the requirement to provide a financial contribution is waived.
• The development can be adequately serviced, and will contribute positively to the Kaiapoi Town Centre.

Question 3:
Financial contributions in lieu of providing on-site parking were waived for RC195066 at 137 Williams Street, Kaiapoi. Can you please provide a copy of the approval of that waiver, or empowering documentation?

Response:
The planning officer for this consent recommended that financial contributions for parking should be waived. The relevant extract from that report (190418057998) is:

Traffic, Access and Car Parking
9.7 The applicant has provided the Kaiapoi Town Centre Parking Study 2017 completed by Abley Transportation Consultants that reviews the car parking
demand, traffic generation, loading and access arrangements of the Kaiapoi Town Centre, which includes the subject site. Council’s Development Engineer, Alister O’Callaghan in conjunction with Council’s Transport Engineer, Bill Rice, and myself, have reviewed the application including the Kaiapoi Town Centre Parking Study 2017. The following comments were provided and shall be adopted for the purpose of this report:

“The key findings found the average parking occupancy over the entire study area is 36%. The optimum is between 80 and 85%, hence it is concluded there are adequate on street parks available to service the additional parking needs of the new development.”

The Abley Report also concluded that in terms of on-street parking, highest average and peak occupancies were recorded in Williams Street between Hilton Street and Raven Quay, Raven Quay and Charles Street west of Williams Street. Although this is the area in which the proposed development is to be sited the highest averages and peak occupancies were 58% and 64% for average parking occupancy. I do note that the Abley report is dated prior to the construction of the Port and Eagle development however taking into consideration the shortfall from that development and the shortfall of the proposed development the occupancy levels will still be below the maximum thresholds of 80%. Therefore, it is considered that the additional parking demand generated by the proposed development can be effectively accommodated in the surrounding area without displacing the existing parking demand. As such, it is considered that the establishment of additional parking facilities is unnecessary.

9.8 The application proposes to rely on existing car parking within the Kaiapoi Town Centre generating a shortfall of 11 car park spaces, 2 loading spaces, 2 short term casual cycle parks and 2 long term secure cycle parks. When Council sold this portion of land through expressions of interest it was not a desired requirement to provide car parking due to the proximity to Charles Street pedestrian crossing and the roundabout. The Kaiapoi Town Centre Parking Study 2017 and weekly survey graphs of available carparks indicates that parking occupancy is on average 36%. Due to the neighboring building on Charles Street (Lot 6 DP 919) having air conditioning units and concrete pads intruding into the access easement, service vehicles cannot use the easement to service the building. The carriageway currently accommodates parking on the proposed development side of Williams Street which is sign-posted to be restricted parking of 15 minutes. Although no cycle parking is proposed with the application there are existing cycle stands on the corners bordering the round-a-bout.

Figure 7: Aerial photo showing the existing cycle parking facilities located on the corners of the roundabout of Williams Street and Charles Street.

9.9 The parking demand for the development and for the existing church located on the neighboring site are different in that the Church has a number of people going to and from the site at specific times for worship. The proposed development will have a variety of tenants which will generate different movements of people at different times and varying needs of parking.

9.10 The surrounding immediate area is made up of Trousselot Park to the north-east which occupies a large area of land and also has a skate park, playground and basketball court. Along the street frontage of Charles Street on both sides of the road is restricted 120 parking as well as unrestricted parking further down the road. With large open space provided around the subject site there is not the density created with retail activities providing the opportunity to utilise the parking in Charles Street.
to access the proposed development. The close proximity to the town centre between Raven Quay and Hilton Street encourages pedestrian movement and people to walk to the development from the town centre area.

9.11 The District Plan envisions and promotes the use of business 1 land for retail activities. The narrow site does not allow for a variety of options in terms of providing parking on site. The proposed development is the greatest utilisation of space without compromising design and function of the site. It is also noted that the previous buildings, prior to the Christchurch earthquakes, on the site did not provide for parking on site.

9.12 Mr. O’Callaghan and Mr. Rice has assessed the amount of car parking and considered the shortfall results in effects that are considered less than minor, and can be accommodated in the existing on street car parking of the surrounding area. It is also noted that Council will undertake a Kaiapoi Town Centre Plan review which will consider the parking across the town centre, in particular, the parking will be addressed in this specific area. This review will also consider initiatives such as restricted parking and off street car parking options as part of this review process and will be implement any changes required. I have not relied on the review to consider the effects from the shortfall of car parking spaces. I am satisfied any adverse effects associated with car parking will be less than minor.

Financial Contributions

9.42 Financial contributions will not be required as a part of this proposal. Waimakariri District Council’s Roading and Transport Manager, Joanne McBride, has confirmed that financial contributions will not be necessary due to the Kaiapoi town centre providing capacity within the public network for the car parking required as part of this proposal. Gerard Cleary, Council’s Manager of Utilities and Roading also confirmed that financial contributions would not be considered necessary with this proposal. I note also that the conclusions in sections 9.7 – 9.12 regarding the scale of potential adverse effects of the proposal do not support the need to impose financial contributions to mitigate car parking effects.

The approval of the waiver is provided in the decision for RC195066 (190501061909) extract as follows

Reasons for the decision

Pursuant to Section 113 of the Act the Council was satisfied that:

• The environmental effects will be less than minor as the character and amenity associated with the Business 1 Zone will be maintained, and the town centre retail focus enhanced by this proposal.

• Car parking for the activity can be absorbed within the existing car parking capacity in the town centre area.

• The proposal will not affect the safe and efficient functioning of the adjoining road network.

R Blair noted his response to M Pinkham’s questions and felt that these had not been answered fully.

M Pinkham thanked staff for their response to his questions.

17 URGENT GENERAL BUSINESS UNDER STANDING ORDERS

Nil.
NEXT MEETING
The next meeting of the Kaiapoi-Tuahiwi Community Board is scheduled for 4pm, Monday 17 June 2019 at the Ruataniwha Civic Centre.

THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED AT 4.50PM

CONFIRMED

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Chairperson

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Date

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Workshop
Cycleway Connections
Joanne McBride, Kieran Straw, Bill Rice Mike Smith and Hari Pillay

Members Forum
The Board’s submission on Waimakariri Bus Service Review