

# Waimakariri District Council

## District Planning and Regulation Committee

# Agenda

Tuesday 15 April 2025  
3.30pm

Council Chambers  
215 High Street  
Rangiora

**Members:**

Cr Tim Fulton (Chairperson)

Cr Neville Atkinson

Cr Al Blackie

Cr Brent Cairns

Cr Jason Goldsworthy

Mayor Gordon (ex officio)

## **AGENDA CONTENTS – DISTRICT PLANNING AND REGULATION COMMITTEE**

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<b>3</b>	<b>Confirmation of Minutes</b>	
3.1	Minutes of 25 February 2025	5-12

The Chairman and Members

**DISTRICT PLANNING AND REGULATION COMMITTEE**

**A MEETING OF THE DISTRICT PLANNING AND REGULATION COMMITTEE WILL BE HELD IN THE COUNCIL CHAMBER, 215 HIGH STREET, RANGIORA ON TUESDAY 15 APRIL 2025 AT 3.30PM.**

Recommendations in reports are not to be construed as  
Council policy until adopted by the Council

**BUSINESS**

Page No

**1 APOLOGIES**

**2 CONFLICTS OF INTEREST**

*Conflicts of interest (if any) to be reported for minuting.*

**3 CONFIRMATION OF MINUTES**

**3.1 Minutes of the meeting of the District Planning and Regulation Committee held on Tuesday 25 February 2025**

5-12

*RECOMMENDATION*

**THAT** the District Planning and Regulation Committee:

- (a) **Confirms** the circulated Minutes of the meeting of the District Planning and Regulation Committee, held on 25 February 2025, as a true and accurate record.

**3.2 Matters arising (From Minutes)**

**4 DEPUTATIONS**

Nil.

**5 REPORTS**

Nil.

**6 CORRESPONDENCE**

Nil.

**7 PORTFOLIO UPDATES**

**7.1 District Planning – Councillor Tim Fulton**

**7.2 Civil Defence and Regulation – Councillor Jason Goldsworthy**

**7.3 Business, Promotion and Town Centres – Councillor Brent Cairns**

8 **QUESTIONS UNDER STANDING ORDERS**

9 **URGENT GENERAL BUSINESS**

**NEXT MEETING**

The next meeting of the District Planning and Regulation Committee will be held on 20 May 2025

**Workshop**

- *Signage Bylaw 1019 Review – Lexie Mealings (Graduate Policy Analyst) – 30 Minutes*

**MINUTES OF A MEETING OF THE DISTRICT PLANNING AND REGULATION COMMITTEE HELD IN THE COUNCIL CHAMBER, 215 HIGH STREET, RANGIORA ON TUESDAY, 25 FEBRUARY 2025, AT 3.30PM.**

**PRESENT**

Councillors T Fulton (Chairperson) N Atkinson, A Blackie, B Cairns and J Goldsworthy.

**IN ATTENDANCE**

Councillor P Redmond.

K LaValley (General Manager Planning, Regulation and Environment), M Maxwell (Strategy and Business Manager), G Maxwell (Project Support Coordinator), S Binder (Senior Transportation Engineer), K Straw (Civil Projects Team Leader) and A Connor (Governance Support Officer).

**1 APOLOGIES**

Moved: Councillor Fulton

Seconded: Councillor Cairns

**THAT** the District Planning and Regulation Committee:

- (a) **Receives and sustains** an apology for early departure from Mayor Gordon.

**CARRIED**

**2 CONFLICTS OF INTEREST**

There were no conflicts of interest declared.

**3 CONFIRMATION OF MINUTES**

**3.1 Minutes of the meeting of the District Planning and Regulation Committee held on Tuesday, 17 September 2024**

Moved: Councillor Cairns

Seconded: Councillor Fulton

**THAT** the District Planning and Regulation Committee:

- (a) **Confirms** the circulated Minutes of the meeting of the District Planning and Regulation Committee, held on 17 September 2024, as a true and accurate record.

**CARRIED**

**3.2 Matters arising (From Minutes)**

There were no matters arising from the minutes.

**3.3 Notes of a Workshop of the District Planning and Regulation Committee held on Tuesday, 17 September 2024**

Moved: Councillor Cairns

Seconded: Councillor Fulton

**THAT** the District Planning and Regulation Committee:

- (a) **Receives** the circulated notes of the workshop of the District Planning and Regulation Committee, held on 17 September 2024.

**CARRIED**

#### 4 **DEPUTATIONS**

Nil.

#### 5 **REPORTS**

##### 5.1 **Application to the Heritage Fund – Recommendations of Staff – G Maxwell (Project Support Coordinator) and I Carstens (Team Leader Resource Consents)**

G Maxwell took the report as read.

Councillor Fulton questioned if there were any specifications for the material to be used for the re-roofing of the former Reynox Private Hotel to ensure its heritage value was maintained. Deputy Mayor Atkinson noted that, when he had dealt with historic buildings in the past, certain colours of steel were acceptable to Heritage New Zealand.

Moved: Councillor Cairns

Seconded: Deputy Mayor Atkinson

**THAT** the District Planning and Regulation Committee:

- (a) **Receives** Report No. 250122009907.
- (b) **Approves** from the Heritage Fund \$6,324 for the application received from D Hughes for Lot 1 DP573802.
- (c) **Notes** the accumulated amount available in the Heritage Fund is currently \$52,661.

**CARRIED**

Councillor Cairns noted that the funds would be used to maintain the building's heritage value. He believed that the small amount of funding provided would be well spent to preserve this historic building.

Deputy Mayor Atkinson supported the motion, noting that the roof profile had hopefully been considered while planning this project.

Councillor Fulton noted that he was a committed supporter of the preservation of heritage buildings and, therefore, supported the motion.

#### 6 **CORRESPONDENCE**

Nil.

#### 7 **PORTFOLIO UPDATES**

##### 7.1 **District Planning – Councillor Tim Fulton**

- The public submission on the Solar Farm near the Daiken Factory would close in early March 2025. There had been much interest; however, not many submissions. The Council had extended the submission by a week due to an issue with notification in the paper.
- The resource consent for a solar farm on Tram Road, Swannanoa, was awaiting a decision.
- The Whiterock Landfill hearing would likely be in April 2025.
- Woodstock Quarry was in appeal. The application had been asked to go away and prepare a better submission.

- There were four projects on the Government's Fast Track list in the Waimakariri District. There would be limited scope for public submission on these applications, and it was not clear what input the Council may have.

M Bacon clarified the panel must include a person nominated by the local authority. He quoted *"The members of a panel must, collectively, have knowledge, skills, and expertise relevant to the approvals sought in the substantive application, and expertise in environmental matters. They must include at least 1 member who has an understanding of te ao Māori and Māori development. Panels must include a person nominated by the relevant local authorities."* The panel convener would likely decide exactly how this requirement was enacted, for example, requiring the person to be accredited. This would not be known until an application progressed through the EPA. It would also not be known what the Council's role was in each fast track proposal as the applications may cross over other legislation and approval processes as well. An example of this would be joint consents with Environment Canterbury.

Councillor Cairns inquired about the anticipated timelines for decisions on fast-track applications within the Waimakariri District. K LaValley stated it was hard to determine as it would be dependent on when the applications were filed.

Councillor Redmond questioned how likely it was for a Councillor to be appointed to a panel. K LaValley noted that no indication had been provided on the type of appointment to be made to the panel. It would likely be dependent on what the panel convener requested.

## 7.2 **Civil Defence and Regulation – Councillor Jason Goldsworthy**

- All the inspection pools were all up to date.
- The number of consent applications received for the current financial year was estimated at around 1,653.
- On average, 434 service requests were received every month. All service requests should be raised through the official channels as it assists with data being as accurate as possible. The leading complaint made across the district seemed to be noise complaints with 132 complaints made in 2024. The increase in noise complaints was likely due to the growth in urban areas of the district.
- There was an increasing level of compliance regarding dog registration.
- Increasing levels of compliance, not only by the Council, have led to various food vendors across the district closing.
- Many schools have been approached, and it was hoped that a further 20 Emergency Community Hubs would be established by July 2025.
- A road show would be conducted targeting Rangiora and Kaiapoi to raise awareness of AF8 and the Hikurangi Fault.

Deputy Mayor Atkinson questioned why the consultation was only being done in Rangiora and Kaiapoi. Councillor Goldsworthy clarified that it was not a consultation but a collaborative information session between regional and district Civil Defence.

Councillor Cairns noted that a large portion of the Waimakariri District's water supply came from Kaiapoi. He asked what the plan was to continue supplying water to the District. Councillor Goldsworthy explained that a larger alignment of Civil Defence responses and Business as Usual was being investigated. K LaValley also indicated that various scenarios were being considered. In the past, the Kaiapoi wells were not severely damaged by larger earthquakes; however, if they were, the old Rangiora wells could be brought back online.

- An updated Recovery Plan was expected to be finalised by the end of the year.
- The Civil Defence Emergency Management Operations had gone through a review. It was currently still in the draft stage, and the Council would likely have a workshop on the topic.

### 7.3 **Business, Promotion and Town Centres – Councillor Brent Cairns**

- Promotion Review—The investigation and information sharing were complete. Staff was currently working on providing options and reviewing what other councils did when funding events. Findings and views would be workshopped with stakeholders so the outcomes could be presented to the Council for a decision.
- Oxford:
  - The Oxford Promotions Action Committee (OPAC) had been holding workshops to review its visions and values and is also looking to increase membership.
  - The March Glow Festival was happening at the Oxford Gallery.
- Rangiora
  - Raine and Horne Sunday Funday to be held 30 March at the A&P Showgrounds.
  - Ideal Events, along with FunHQ, held an event in Victoria Park.
- Pegasus
  - The community event being held by the Pegasus Residents Group was postponed.
  - Waiora Links hosted a sailboats on the lake/vintage cars event.
- Kaiapoi
  - Kaiapoi Promotions wanted to commit to having monthly meetings with good speakers to increase membership. They were also looking at hosting additional events this year.
  - Silverstream residents organised a well-attended duck race. They also have upcoming quiz nights, garage sales, and meeting-the-neighbour events.
  - Waimakariri United Football Club held a two-day Masters Tournament. Their next event, which will be held in July 2025, was expected to bring approximately 700 girls from the district.
  - Kaiapoi Food Forest was hosting two open farm tours. They also had pruning and food forest design workshops upcoming.
  - Kaiapoi Saturday market was growing and would soon have a Licence to Occupy with Council. The number of stall holders had increased, and they were also proposing to hold car boot sales throughout the year.

## 8 **MATTER REFERRED FROM THE RANGIORA-ASHLEY COMMUNITY BOARD**

### 8.1 **Approval of Design for 309 High Street Car Park – D Mansbridge (Project Engineer) and G Maxwell (Project Support Coordinator)**

K Straw spoke to the report, noting approval was being sought to establish the time restrictions in the 309 High Street Carpark. The cinema had advised they considered a P180 time limit appropriate. The existing P5 park on High Street would remain as is, and the mobility parking would remain unrestricted.

Councillor Cairns noted the Waimakariri Accessibility Group had raised uncertainty regarding time limits on mobility car parks many of them noted they would generally double the time on surrounding parks and use that as a guide. K Straw acknowledged the confusion regarding mobility parks. He explained that the sign had to have a 'P' with a

number following written on the same sign or signpost for it to be enforced. If there was no number on the sign, then it was unrestricted. He was happy to liaise with the Waimakariri Accessibility Group to clarify any other confusion. S Binder further clarified within the Council's Parking Strategy, any parking restriction under P60 could be doubled for a mobility park. This was expected to be clarified through the parking strategy review.

Councillor Redmond questioned what the current parking restriction was on a park at the Town Hall and K Straw confirmed that the current time restriction was P120.

Moved: Deputy Mayor Atkinson      Seconded: Councillor Goldsworthy

**THAT** the District Planning and Regulation Committee:

- (a) **Approves** the establishment of a 180-minute time restriction to all car parks within the extent of the "Town Hall Car Park" (Trim no. 241024185526).
- (b) **Notes** that a 180-minute time restriction is considered appropriate to ensure that moviegoers attending movies of a longer duration will not be fined for overstaying.
- (c) **Notes** the existing P5 parking spaces on High Street outside the Rangiora Town Hall will remain as is.
- (d) **Notes** that the existing mobility parking and the proposed additional mobility parking on High Street outside the Rangiora Town Hall will remain unrestricted.

**CARRIED**

Deputy Mayor Atkinson stated this was a good report and the time restrictions made sense.

## **9      MATTER REFERRED FROM THE OXFORD-OHOKA COMMUNITY BOARD**

### **9.1      Updating Parking Restrictions at Different Locations in Oxford and Approval to Consult on Proposed New Restrictions – S Binder (Senior Transportation Engineer) and N Puthupparambil (Transportation Engineer)**

S Binder explained that the report was part two of formalising current signed restrictions that were not previously approved. He noted that further consultation would take place regarding parking in Oxford.

Councillor Cairns raised a concern highlighted at a Waimakariri Accessibility Group meeting regarding motorists' speed through the Oxford Town Centre. The Group had suggested that a red strip be painted on the road at the beginning of the 50km/h zone. S Binder stated that this would need to be discussed through a different process as this report did not involve any physical work.

Councillor Redmond confirmed that, as the Roading Portfolio Holder, he had raised the same point, and it was on the radar for the 2025/26 financial year.

Deputy Mayor Atkinson questioned the average speed through the Oxford Town Centre, as the Oxford-Ohoka Community Board and residents regularly raise this concern. S Binder confirmed there was a count station currently active in Oxford, so updated numbers should be available shortly.

Moved: Deputy Mayor Atkinson

Seconded: Councillor Goldsworthy

**THAT** the District Planning and Regulation Committee:

- (a) **Approves** formalising of the following existing signed parking restrictions around Oxford town centre:

Town	Street	Location	Side of Street	Restriction	Qualifying Remarks	Comments
Oxford	Bay Rd	North of Main St	East	P15 Loading Zone		North of the intersection for 30m
Oxford	Meyer Pl	North of Main St	Both	P60	3 parks west side, 6 parks east side	North of the intersection for 32m
Oxford	Main St	West of Meyer Pl	North	P30	4 parks	West of intersection for 32m
Oxford	Main St	West of Burnett St	North	Mobility park		
Oxford	Main St	Town Hall Carpark	West	Mobility park	5 parks	
Oxford	Main St	Pearson Park Carpark	West	Electric vehicle park	2 parks, Mon-Sat only	

- (b) **Approves** the following modifications (in *red italics*) to existing parking restrictions on Bay Road outside of Oxford Area School:

Town	Street	Location	Side of Street	Restriction	Qualifying Remarks	Comments
Oxford	Bay Rd	<i>From 21m north of Observatory Gate to 66m south of that gate</i>	East	<i>Reserved Parking - Buses Only</i>	8:20-9:30am, 2:30-3:20pm school days	<i>Requested by school</i>
Oxford	Bay Rd	<i>From 33m north of the Main (Middle) School Gate to 40m south of that gate</i>	East	Loading Zone, P2	8:45-9:15am, 2:45-3:15pm school days	Requested by school
Oxford	Bay Rd	<i>For 21m outside the middle northern entrance of the school</i>	East	No Parking	8:20-9:20am, 2:30-3:20pm school days	<i>Requested by school</i>

**CARRIED**

## 10 MATTERS REFERRED FROM THE KAIAPOI-TUAHIWI COMMUNITY BOARD

### 10.1 Charles Street – Approval of the Scheme Design and Proposed Relocation of a Mobility Park – K Straw (Civil Projects Team Leader), J McBride (Roading and Transportation Manager) and D Roxborough)

K Straw advised that the report was seeking to reduce the width of the traffic median along Charles Street to allow for the footpath to be widened whilst retaining the existing angled

parking. He noted New Zealand Post was planning on redeveloping its vehicle entrance resulting in the need for no-stopping lines and the relocation of one mobility parking space. The angled parking would remain P15, and the mobility parks would be P120. The remainder of the existing P120 parking would be formalised. All surrounding businesses were consulted, and only New World and The Salvation Army had concerns regarding the narrowing of the carriageway.

Councillor Cairns questioned who would be covering the costs of removing the vegetation outside the NZ Post shop. K Straw confirmed NZ Post would be paying for the extra over costs of the work within the road reserve; however, they had made no indication of when they would be removing the planting. There was an additional item within the contract to remove the planting; however, it would be put to them. Staff were hopeful a good price would be received, meaning NZ Post could pay for the removal under the Council's contract.

Moved: Councillor Cairns

Seconded: Deputy Mayor Atkinson

**THAT** the District Planning and Regulation Committee:

- (a) **Approves** the relocation of the existing mobility park to a new location in front of "Paris for the Weekend", noting it will have a length of 6.6m (the maximum we can accommodate within the constraints of the vehicle entrances).
- (b) **Approves** the implementation of "P120" parking restrictions for all parking (including the relocated mobility park) on the southern side of Charles Street, for a distance of 55m between the vehicle entrance to No. 55 Charles Street, and Tom Ayres Drive.
- (c) **Approves** the implementation of a "P120" parking restriction for the existing unrestricted mobility parking space at the western end of the angle parking outside No. 55 Charles Street.
- (d) **Notes** the "P15" parking restrictions within the extent of angle parking outside No. 55 Charles Street are currently within the Schedule of Parking Restrictions and will remain as "P15".
- (e) **Notes** that the "P15" parking restriction for a mobility parking space may be considered unreasonable due to the additional time mobility-impaired people may require to carry out their business. Therefore, staff recommend a "P120" restriction for this parking space instead.
- (f) **Notes** that staff will update the Schedule of Parking Restrictions upon completion of the works.
- (g) **Notes** that the relocation/extension of the NZ Post vehicle entrance encroaches into the existing mobility park, and the relocation of this park results in the loss of one car parking space as a result.

**CARRIED**

## **11 QUESTIONS UNDER STANDING ORDERS**

Nil

## **12 URGENT GENERAL BUSINESS**

Nil

**NEXT MEETING**

The next meeting of the District Planning and Regulation Committee would be held on 18 March 2025

THERE BEING NO FURTHER BUSINESS, THE MEETING CLOSED AT 4.35PM.

**CONFIRMED**

\_\_\_\_\_  
Councillor T Fulton

\_\_\_\_\_  
Date