

**Wanaka Community Board  
16 November 2016**

**Report for Agenda Item: 2**

**Department: Property & Infrastructure**

**Affected Person's Approval and Licence to Occupy Road Reserve – Albert Town Entrance Sign**

**Purpose**

The purpose of this report is to consider granting a Licence to Occupy Road Reserve and an affected person's approval to allow the construction of a 'Welcome Albert Town' entrance sign on Aubrey Road.

**Recommendation**

That the Wanaka Community Board:

1. **Note** the contents of this report;
2. **Agree** to execute affected person's approval to the Albert Town Community Association's application for consent dated 21 September 2016;
3. **Approve** the Licence to Occupy Road Reserve for the placement of an entrance sign on Aubrey Road subject to the following conditions:
  - a. The structure must not compromise safe sight distances for traffic movements.
  - b. The structure must not compromise pedestrian movements / safety.
  - c. The structure must not compromise roading or services maintenance activities.
  - d. Ongoing maintenance of the structure is to be the responsibility of the Licensee along with any damage that may occur to the road reserve as a result of the structure.
  - e. All services including phone, power and gas within the road reserve and any water, sewer and storm water services must be identified and catered for and no compromise shall be made to Council Infrastructure or access to same.
  - f. If deemed appropriate by Council Engineers, approval of a Traffic Management Plan before any work commences.

- g. All activities are to be undertaken in accordance with Worksafe New Zealand's standards for the work environment.
  - h. Any necessary Building Consent or Resource Consent to be obtained prior to works commencing.
4. **Delegate** execution of the affected person's approval to Council's Chief Engineer, Property and Infrastructure.

Prepared by:



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Property Advisor

10/11/2016

Reviewed and Authorised by:



Ulrich Glasner  
Chief Engineer

10/11/2016

## Background

- 1 There are a number of entrance signs installed within or adjacent to the road reserve around the district. Often the land is on the State Highway network, requiring approval from the New Zealand Transport Agency (NZTA). In other locations, the land is usually Council administered road reserve, requiring its approval.

## Comment

- 2 Council has been approached by the Albert Town Community Association to provide affected person's approval (APA) to the installation of 1 of 3 signs planned at entrances to the township.
- 3 The location marked up as 'location 3' on the supporting resource consent application is sited on Council administered road reserve at the eastern end of Aubrey Road. A picture of the proposed sign is included in the application, under Attachment B. We understand that some prior discussion has taken place with the Wanaka Community Board to allow for input to the style of sign proposed.
- 4 Council's roading department have been consulted on the proposed location on Aubrey Road and confirmed that they are happy with the sign placement. They have however provided feedback that the sign needs to be constructed of a relatively lightweight material to mitigate any concerns related to a potential vehicle impact.
- 5 We understand that NZTA have provided their approval to the placement of signs in locations 1 and 2, that are within the State Highway.
- 6 Prior to the installation of the sign, the operational health and safety requirements for those installing the signage will need to be considered, as well as whether a

traffic management plan should be obtained. It is requested that once consent is granted and the community is ready to install the sign, that they contact Council to detail how they will mitigate any concerns from the installation.

- 7 In order to occupy the road reserve, a licence between the Albert Town Community Association and Queenstown Lakes District Council must be entered in to. This report recommends the following conditions for approval of such a licence:
  - a. The structure must not compromise safe sight distances for traffic movements.
  - b. The structure must not compromise pedestrian movements / safety.
  - c. The structure must not compromise roading or services maintenance activities.
  - d. Ongoing maintenance of the structure is to be the responsibility of the Licensee along with any damage that may occur to the road reserve as a result of the structure.
  - e. All services including phone, power and gas within the road reserve and any water, sewer and storm water services must be identified and catered for and no compromise shall be made to Council Infrastructure or access to same.
  - f. If deemed appropriate by Council Engineers, approval of a Traffic Management Plan before any work commences.
  - g. All activities are to be undertaken in accordance with Worksafe New Zealand's standards for the work environment.
  - h. Any necessary Building Consent or Resource Consent to be obtained prior to works commencing.

## **Options**

- 8 This report identifies and assesses the following reasonably practicable options for assessing the matter as required by section 77 of the Local Government Act 2002.
- 9 Option 1 To agree to an APA to the Albert Town Community Association, as per the application for Resource Consent provided by Paterson Pitts Group dated 21 September 2016 and a licence to occupy road reserve subject to the recommended conditions.

### *Advantages:*

- 10 Will allow a timely decision to the community group to allow the lodging of their resource consent application.
- 11 Will help identify the entrances to the township.

*Disadvantages:*

- 12 Increases the built environment on Council land.
- 13 May create an obstacle within the roadway.
- 14 Option 2 To agree to an APA to the Albert Town Community Association, as per the application for Resource Consent provided by Paterson Pitts Group dated 21 September 2016 and a licence to occupy road reserve subject to alternative conditions.

*Advantages:*

- 15 Similar to Option 1 however the WCB may wish to add, amend or delete some or all of the recommended conditions.

*Disadvantages:*

- 16 Similar to Option 1.
- 17 Option 3 To decline the request for APA to the Albert Town Community Association, as per the application for Resource Consent provided by Paterson Pitts Group dated 21 September 2016.

*Advantages:*

- 18 Will not increase the built environment on Council land.
- 19 Will not create an obstacle within the roadway.

*Disadvantages:*

- 20 Will not allow a timely decision to the community group, to allow the lodging of their resource consent application.
- 21 Will not help identify the entrances to the township.
- 22 This report recommends **Option 1** for addressing the matter, as the risk to vehicles from the sign has been mitigated by Council's roading team through design controls, and it will be of benefit to the community through its installation.

***Significance and Engagement***

- 23 This matter is of medium significance, as determined by reference to the Council's Significance and Engagement Policy because the decision relates to Council's roading network which is identified as a strategic asset.

***Risk***

- 24 This matter relates to the strategic risk SR6a – assets critical to serve delivery (infrastructure assets) with the risk classified as low. This is because the impact of the occupation is minimal for the public and does not have a significant permanent impact on Council's infrastructure. Again, this report recommends that

risk SR6a is treated (measures are put in place to directly impact the risk) by including conditions in the licence that address the risks.

25 This matter related to the operational risk OR27 levels of service, as documented in the Council's risk register. This risk is classed as moderate. This matter relates to this risk as it requires a decision from Council for a private activity

### **Financial Implications**

26 There are no financial implication with approving this request.

### **Council Policies, Strategies and Bylaws**

27 The following Council policies, strategies and bylaws were considered:

- Significance and Engagement Policy 2014

28 The recommended option is consistent with the principles set out in the named policy/policies.

29 This matter is included in the 10-Year Plan/Annual Plan, and can be monitored under existing Property and Infrastructure operating budgets.

### **Local Government Act 2002 Purpose Provisions**

30 The recommended option:

- Will help meet the current and future needs of communities for good-quality local infrastructure, local public services, and performance of regulatory functions in a way that is most cost-effective for households and businesses by providing a timely decision to a community group within the District;
- Can be implemented through current funding under the 10-Year Plan and Annual Plan;
- Is consistent with the Council's plans and policies; and
- Would not alter significantly the intended level of service provision for any significant activity undertaken by or on behalf of the Council, or transfer the ownership or control of a strategic asset to or from the Council.

### **Consultation: Community Views and Preferences**

31 The persons who are affected by or interested in this matter are the users and residents of Albert Town entrance roads.

32 The matter has been consulted on with members of the Wanaka Community Board. It is also considered that the Albert Town Community Association may convey the general desire of the community to propose the signage.

### **Attachments**

- A Location plans
- B Proposed entrance sign
- C Resource consent application by Paterson Pitts Group dated 21 September 2016
- D NZTA letter of approval