

**I give notice that
an Ordinary Meeting of Taupo Reserves and Roding Committee will be
held on:**

Date:	Tuesday, 5 April 2022
Time:	10.00am
Location:	www.taupo.govt.nz

AGENDA

MEMBERSHIP

Chairperson Cr John Williamson

Deputy Chairperson Cr John Boddy

Members

- Cr Kathy Guy
- Cr Kylie Leonard
- Cr Anna Park
- Cr Christine Rankin
- Cr Kevin Taylor
- Mayor David Trewavas
- Miss Janice Wall
- Cr Yvonne Westerman

Quorum 5

Gareth Green
Chief Executive Officer

Order Of Business

- 1 **Apologies**
- 2 **Conflicts of Interest**
- 3 **Confirmation of Minutes**
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- 4 **Policy and Decision Making**
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Nil

3.1 ORDINARY TAUPŌ RESERVES & ROADING COMMITTEE MEETING - 8 FEBRUARY 2022

Author: Paula Lawson, Executive Assistant

Authorised by: Kevin Strongman, General Manager Operations and Delivery

RECOMMENDATION(S)

That the minutes of the Taupō Reserves & Roding Committee meeting held on Tuesday 8 February 2022 be confirmed as a true and correct record.

ATTACHMENTS

1. Taupō Reserves & Roding Committee Meeting Minutes - 8 February 2022

4.1 TO RECEIVE AND HEAR SUBMISSIONS ON TAPUAEHARURU BAY LAKESHORE RESERVES MANAGEMENT PLAN (HOLE IN ONE SITE) CONSULTATION

Author: Carrie Robinson, Senior Administrator - Policy

Authorised by: John Ridd, General Manager Policy and Strategy

PURPOSE

To allow the committee to receive written and oral submissions on the partial review of the Tapuaeharuru Bay Lakeshore Reserves Management Plan (2009).

BACKGROUND

Over the period of 14 January to 14 March 2022 Council consulted with the community on proposed changes to the Tapuaeharuru Bay Lakeshore Reserves Management Plan. There were 178 submissions received, including 2 late submissions, and 11 submitters who indicated they wish to be heard. The submissions are numbered 1 – 180, however two were duplicates and have been removed. There is no submission #113 or #150.

CONCLUSION

The committee will receive the bundle of full submissions and hear from submitters who wish to speak. Following which the hearing will be adjourned to allow for council officers to undertake further work. The hearing will reconvene at 1.00pm, Tuesday 3 May 2022 for the committee to deliberate on the matter.

RECOMMENDATION(S)

That the Taupō Reserves & Roding Committee receives the written and oral submissions (including two late submissions) [attachment 1]

ATTACHMENTS

1. Bundle of full submissions including late submissions (under separate cover 1) [⇒](#)
2. Report containing submitter comments (under separate cover 2) [⇒](#)

4.2 PROPOSED TREE REMOVAL, 1 SHEPHERD ROAD, TAUPŌ

Author: Andrew Moor, Parks Operations Manager - Taupō
Authorised by: Kevin Strongman, General Manager Operations and Delivery

PURPOSE

To put forward the proposal to remove 4 Coppersheen trees from the berm adjoining 1 Shepherd Road, Taupō.

EXECUTIVE SUMMARY

Council has received a request to top or remove 4 Coppersheen trees from the berm adjoining 1 Shepherd Road, Taupō.

- The trees have grown into the view of 2 Harvey Street, Taupō, obscuring the mountains from this property.
- The trees are healthy and are of some significance in the surrounding landscape, particularly when viewed from Lake Terrace.
- Topping the trees will be detrimental to their health and form and is not recommended by Council's Contract Arborist.

RECOMMENDATION(S)
 That the Taupō Reserves & Roothing Committee declines the request to top or remove the 4 Coppersheen trees (*Leptospermum 'Copper Sheen'*) on the berm at 1 Shepherd Road, Taupō.

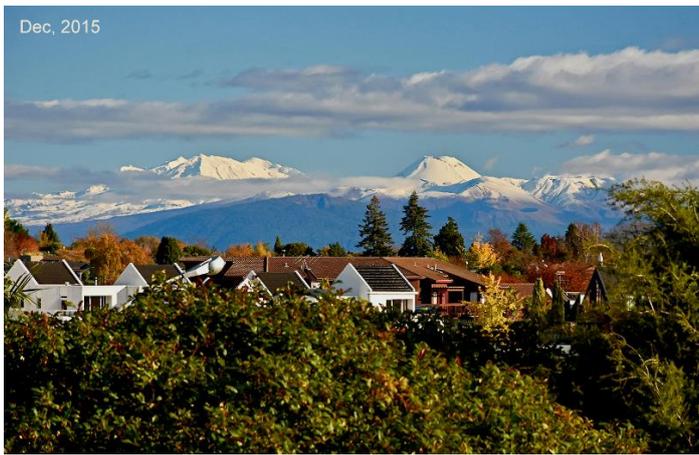
BACKGROUND

The proposal has not been presented previously.

The owners of 2 Harvey Street have requested that Council 'tops' or removes 4 Coppersheen trees [*Leptospermum 'Copper Sheen'*] from the berm adjoining 1 Shepherd Road, Taupō.



Their concern is that as the trees have grown, they have begun to block part of their view towards the mountains from the southern end of their house. The following photographs have been supplied by the owners to illustrate this. Although they are not all taken from the exact location each time, the growth of vegetation on the property at 1 Shepherds Road and the adjoining berms is obvious.



The owners of 2 Harvey Street are frustrated that since they first raised this issue in December 2020 little has been done to restore their views. As the photographs show, staff have been working with the property owner of 1 Shepherd Road to address some of their concerns with advice from an arborist, while working within the guidelines of the Tree and Vegetation Policy 2014. The owner of 1 Shepherd Road planted the 4 Coppersheen trees in question as well as a range of other species, on the Council berm. He likes the trees as they provide a buffer to Lake Terrace and assist in stabilising the bank. His preference is that they remain, however, he accepts that he planted them on the berm without Council permission and that they are now managed in line with Council's Tree and Vegetation Policy 2014.

DISCUSSION

Council has had their Contract Arborist assess the trees and it is his opinion that they are all in good health and that the berm they are growing in is of an appropriate size for their continued growth. He believes that the only way to prune the trees to restore views from 2 Harvey Street would be to top the trees. However, the arborist advises not to do this as it will disfigure the form of the trees and they will likely not respond well to this, leaving them partially defoliated and the act of topping trees usually creates a maintenance burden as they will require to be topped every 2 to 3 years.

The contract arborist believes that the trees are moderately significant in the context of the adjoining neighbourhood streets and are of greater significance when viewed from Lake Terrace due to their prominent position on the berm and the number of vehicles that pass by them.



A wastewater and water main pass beneath the trees. There have been no reported incidents relating to the trees interfering with this infrastructure. The trees do not impact traffic visibility on Shepherd Road or Lake Terrace.

The trees sit above a bank that is approximately 1.5 metre in height. Although not showing any signs of being unstable, there is some evidence of the bank frittering. The trees will be aiding the stability of this bank through their uptake of surface water and binding of soils.

As the picture taken in January 2022 shows, removal of the Coppersheen trees from the road berm will increase the view of the mountains from 2 Harvey Street. However, it also identifies that vegetation growing on the private property of 1 Shepherd Road is starting to block this view, as will other vegetation behind the Coppersheens.

Under normal circumstances, Council’s Tree and Vegetation Policy 2014 only allows for the removal of healthy trees under the following circumstances:

Policy 3.2 – Removal of Healthy Trees

Healthy trees on council land will be retained, and their removal will be the exception. Instances where council may consider removal of a healthy tree include:

- street redevelopment is to be implemented and options to retain the tree have been investigated and discounted,
- severe hardship is being experienced (trees which inhibit views or drop debris are not considered to be causing severe hardship),
- other community assets are impacted by trees or vegetation,
- the trees or vegetation are grown weeds and not intentionally planted, or
- the removal is part of a planned replacement programme.

However, because the trees were planted by the property owner of 1 Shepherd Road, without Council approval, there is allowance within the Tree and Vegetation Policy 2014 to remove the trees if Council wishes. That being said the trees have matured into healthy specimens and as set out in the Policy, can manage and maintain them as part of the street tree asset.

Policy 1.3 – Planting Responsibility on Council Land

Planting and selection of trees and vegetation on council land is the responsibility of council staff, or council authorised persons.

In situations where trees and shrubs have been established on council land by organisations or individuals the trees and vegetation will be managed in line with this policy. The organisation or individual responsible for planting the tree/s will receive no special degree of consultation unless council has previously agreed to do so. The original planter of the tree has no authority to undertake tree pruning or removal on behalf of the council without specific council consent.

In some situations it may be necessary to remove plantings by members of the community where these have occurred without prior agreement. In these situations the council will attempt to consult with those concerned with the original planting prior to making any major change. Persons responsible for unauthorised planting may be requested to remove the plantings, or council may remove the planting and recover costs.

Based on this information it is considered that there are 3 options

OPTIONS

Analysis of Options

Option 1. Retain the 4 Coppersheen trees adjoining 1 Shepherd Road, Taupō

Advantages	Disadvantages
<ul style="list-style-type: none"> • Amenity value of trees is maintained • No cost to removal • Trees continue to provide bank stability 	<ul style="list-style-type: none"> • Customer at 2 Harvey tree not satisfied with outcome

Option 2. Prune by ‘topping’ the 4 Coppersheen trees adjoining 1 Shepherd Road, Taupō

Advantages	Disadvantages
<ul style="list-style-type: none"> • View shaft to the mountain is restored for the customers at 2 Harvey Street • Trees continue to provide bank stability 	<ul style="list-style-type: none"> • The trees are likely to react poorly to this pruning, resulting in sections defoliating & creating an unnatural shape. • Ongoing cost of maintenance of the trees for repeat topping. • Reduction in significance of the trees on the surrounding landscape.

Option 3. Remove the 4 Coppersheen trees adjoining 1 Shepherd Road, Taupō

Advantages	Disadvantages
<ul style="list-style-type: none"> • View shaft to the mountain is restored for the customers at 2 Harvey Street • No ongoing cost of maintenance of the trees 	<ul style="list-style-type: none"> • Loss of amenity value of trees along Lake Terrace. • Loss of bank stability.

Analysis Conclusion:

Retain the 4 Coppersheen trees adjoining 1 Shepherd Road, Taupō

CONSIDERATIONS

Alignment with Council’s Vision

Council’s vision is ‘to be the most prosperous and liveable district in the North Island by 2022’. This is accompanied by a core set of values to underpin decision-making, the following of which are relevant to this particular proposal: Charming; Vibrant and Quality.

Financial Considerations

If Option 3 is considered the financial impact of the proposal is estimated to be \$2500 for traffic management and tree removal.

Long-term Plan/Annual Plan

The expenditure outlined is currently budgeted for under Parks Operations.

Legal Considerations

Local Government Act 2002

The matter comes within scope of the Council's lawful powers, including satisfying the purpose statement of [Section 10](#) of the Local Government Act 2002. That section of the Act states that the purpose of local government is (a) to enable democratic local decision-making and action by, and on behalf of, communities; and (b) to promote the social, economic, environmental, and cultural well-being of communities in the present and for the future. It is considered that social and environmental well-beings are of relevance to this particular matter.

Policy Implications

The proposal has been evaluated against the following plans:

Tree and Vegetation Policy 2014.

Māori Engagement

Taupō District Council is committed to meeting its statutory Tiriti O Waitangi obligations and acknowledges partnership as the basis of Te Tiriti. Council has a responsibility to act reasonably and in good faith to reflect the partnership relationship, and to give effect to the principles of Te Tiriti. These principles include, but are not limited to the protection of Māori rights, enabling Māori participation in Council processes and having rangatiratanga over tāonga.

Our statutory obligations outline our duties to engage with Māori, and enable participation in Council processes. Alongside this, we recognise the need to work side by side with the ahi kaa / resident iwi of our district. Engagement may not always be required by law, however meaningful engagement with Māori allows Council to demonstrate good faith and our commitment to working together as partners across our district.

Appropriately, the report author acknowledges that they have considered the above obligations including the need to seek advice, guidance, feedback and/or involvement of Māori on the proposed recommendation/s, objective/s, project/s or service/s outlined within this report. (Please outline any engagement undertaken with Māori, the content and outcomes. If no engagement has been undertaken outline why this decision was made).

Risks

There are no known risks.

SIGNIFICANCE OF THE DECISION OR PROPOSAL

Council's Significance and Engagement policy identifies the following matters that are to be taken into account when assessing the degree of significance of proposals and decisions:

- a. The level of financial consequences of the proposal or decision;
- b. Whether the proposal or decision will affect a large portion of the community or community of interest;
- c. The likely impact on present and future interests of the community, recognising Maori cultural values and their relationship to land and water;
- d. Whether the proposal affects the level of service of an activity identified in the Long Term Plan;
- e. Whether community interest is high; and
- f. The capacity of Council to perform its role and the financial and other costs of doing so.

Officers have undertaken a rounded assessment of the matters in clause 11 of the Significance and Engagement Policy (2016), and are of the opinion that the proposal under consideration is of low importance.

ENGAGEMENT

Taking into consideration the above assessment, that the decision is of a low degree of significance, officers are of the opinion that no further engagement is required prior to Council making a decision.

COMMUNICATION/MEDIA

Direct communication has been/will be carried out with affected parties/key stakeholders but no wider communication is considered necessary.

CONCLUSION

Based on the assessment it is recommended that the 4 Coppersheen trees remain on the berm adjoining 1 Shepherd Road, Taupo and are not pruned for views. The arborists assessment has concluded that the trees are healthy and well situated to allow for future growth. Topping of the trees will not promote the health or form of the trees and other vegetation on 1 Shepherds Road is likely to grow into this view shaft in the future.

ATTACHMENTS

1. Arborists Assessment 1 Shepherd Road

4.3 PROPOSED TREE REMOVAL, ROBINSON TERRACE RESERVE

Author: Andrew Moor, Parks Operations Manager - Taupō

Authorised by: Kevin Strongman, General Manager Operations and Delivery

PURPOSE

To propose the removal of a Silver Birch [*Betula pendula*] from the Robinson Terrace Reserve.

EXECUTIVE SUMMARY

Council has received a request to remove a Silver Birch tree from the Robinson Terrace Reserve.

- The tree is dropping leaf and seed litter onto the neighbouring property at 24 Kahurangi Drive.
- The leaf litter is getting into and blocking gutters and down pipes.
- The tree is healthy but offers limited amenity value to the reserve.
- *Betula pendula* is considered an Advisory Plant under the Waikato Regional Pest Management Strategy.
- Replacing the Silver Birch with Kowhai would increase the amenity for users of the reserve.

RECOMMENDATION(S)

That the Taupō Reserves & Roading Committee agrees that the Silver Birch Tree [*Betula pendula*] on Robinson Terrace Reserve, adjoining 24 Kahurangi Drive be removed and replaced with 2 Kowhai [*Sophora tetraptera*].

BACKGROUND

The proposal has not been presented previously.

The property owner at 24 Kahurangi Drive, Taupō has approached Council requesting that the Silver Birch [*Betula pendula*] tree be removed from the adjoining Robinson Terrace Reserve. The property owner is concerned about the amount of leaf litter and seed that falls onto her property, particularly into the gutters and drainpipes of her home. Due to her age and mobility, she is no longer able to clean this up herself.



Council's Contract Arborist assessment of the tree concluded that it is in excellent to good health and is positioned appropriately on the reserve.



Council’s Tree and Vegetation Policy 2014 only allows for the removal of healthy trees in the following circumstances.

Policy 3.2 – Removal of Healthy Trees

Healthy trees on council land will be retained, and their removal will be the exception. Instances where council may consider removal of a healthy tree include:

- street redevelopment is to be implemented and options to retain the tree have been investigated and discounted,
- severe hardship is being experienced (trees which inhibit views or drop debris are not considered to be causing severe hardship),
- other community assets are impacted by trees or vegetation,
- the trees or vegetation are grown weeds and not intentionally planted, or
- the removal is part of a planned replacement programme.

DISCUSSION

The Contract Arborists assessment of the tree concluded that there is no arboricultural justification for the removal of the tree. However, *Betula pendula* is considered an Advisory Plant under the Waikato Regional Pest Management Strategy. Advisory Plants are considered to be causing some environmental threat but are considered impractical or too costly for the Waikato regional Council to undertake direct control. Rather. They provide information and encourage landowners to undertake voluntary control of them.

The tree is growing out toward the road and has some minor damage to the base of its trunk, neither of which are likely to cause the tree to fail any time soon.

The tree does provide some visual amenity to the surrounding environment but its position in the corner of the reserve means it provides little shade or amenity for reserve users.

The Silver Birch is beginning to crowd a Kowhai [*Sophora tetraptera*] that is growing in the neighbouring property. If the Silver Birch was removed a small grove of Kowhai could be planted in the reserve to provide shade and amenity closer to the playground, while enhancing the existing tree on the neighbouring property.



Based on this information it is considered that there are 2 options

OPTIONS

Analysis of Options

Option 1. Remove the Silver Birch from Robinson Terrace Reserve and replant with 2 Kowhai.

Advantages	Disadvantages
<ul style="list-style-type: none"> • Customer is happy with outcome due to removal of leaf litter from her property. • The existing Kowhai tree is able to grow naturally. • Increased shade and amenity through planting Kowhai. 	<ul style="list-style-type: none"> • Loss of mature tree from reserve and street environment. • Cost of removal.

Option 2. Retain Silver Birch on Robinson

Advantages	Disadvantages
<ul style="list-style-type: none"> • No cost associated with removal. • Reserve amenity remains with retention of mature tree. 	<ul style="list-style-type: none"> • Customer not happy with outcome.

Analysis Conclusion:

It is recommended that the Silver Birch is removed and replaced with 2 Kowhai.

CONSIDERATIONS

Alignment with Council’s Vision

Council’s vision is ‘to be the most prosperous and liveable district in the North Island by 2022’. This is accompanied by a core set of values to underpin decision-making, the following of which are relevant to this particular proposal; Charming and Quality.

Financial Considerations

The financial impact of the proposal is estimated to be \$500

Long-term Plan/Annual Plan

The expenditure outlined is currently budgeted for under Parks Operations.

Legal Considerations

Local Government Act 2002

The matter comes within scope of the Council's lawful powers, including satisfying the purpose statement of [Section 10](#) of the Local Government Act 2002. That section of the Act states that the purpose of local government is (a) to enable democratic local decision-making and action by, and on behalf of, communities; and (b) to promote the social, economic, environmental, and cultural well-being of communities in the present and for the future. It is considered that social and environmental well-beings are of relevance to this particular matter.

Policy Implications

The proposal has been evaluated against the following plans:

Tree and Vegetation Policy 2014.

Māori Engagement

Taupō District Council is committed to meeting its statutory Tiriti O Waitangi obligations and acknowledges partnership as the basis of Te Tiriti. Council has a responsibility to act reasonably and in good faith to reflect the partnership relationship, and to give effect to the principles of Te Tiriti. These principles include, but are not limited to the protection of Māori rights, enabling Māori participation in Council processes and having rangatiratanga over tāonga.

Our statutory obligations outline our duties to engage with Māori, and enable participation in Council processes. Alongside this, we recognise the need to work side by side with the ahi kaa / resident iwi of our district. Engagement may not always be required by law, however meaningful engagement with Māori allows Council to demonstrate good faith and our commitment to working together as partners across our district.

Appropriately, the report author acknowledges that they have considered the above obligations including the need to seek advice, guidance, feedback and/or involvement of Māori on the proposed recommendation/s, objective/s, project/s or service/s outlined within this report. (Please outline any engagement undertaken with Māori, the content and outcomes. If no engagement has been undertaken outline why this decision was made).

Risks

There are no known risks.

SIGNIFICANCE OF THE DECISION OR PROPOSAL

Council's Significance and Engagement policy identifies the following matters that are to be taken into account when assessing the degree of significance of proposals and decisions:

- a. The level of financial consequences of the proposal or decision;
- b. Whether the proposal or decision will affect a large portion of the community or community of interest;
- c. The likely impact on present and future interests of the community, recognising Maori cultural values and their relationship to land and water;
- d. Whether the proposal affects the level of service of an activity identified in the Long Term Plan;
- e. Whether community interest is high; and
- f. The capacity of Council to perform its role and the financial and other costs of doing so.

Officers have undertaken a rounded assessment of the matters in clause 11 of the Significance and Engagement Policy (2016), and are of the opinion that the proposal under consideration is of low importance.

ENGAGEMENT

Taking into consideration the above assessment, that the decision is of a low degree of significance, officers are of the opinion that no further engagement is required prior to Council making a decision.

COMMUNICATION/MEDIA

Direct communication has been/will be carried out with affected parties/key stakeholders but no wider communication is considered necessary.

CONCLUSION

The Silver Birch tree is healthy and has no arboricultural justification for removal. However, Silver Birch [*Betula pendula*] is an Advisory Plant under the Waikato Regional Pest Management Strategy. Removal of the tree and replacement with Kowhai [*Sophora tetraptera*] closer to the playground would provide more amenity value to the reserve.

ATTACHMENTS

1. Arborist Assessment Robinson Terrace Reserve

4.4 TOWN CENTRE TAUPO CONCESSION SPACE DESIGN GUIDELINES

Author: Travis Delich, Project Management Advisor

Authorised by: Kevin Strongman, General Manager Operations and Delivery

PURPOSE

To update the Taupō Reserves and Roding Committee (TRRC) on the Taupō Town Centre Project (TTCT) in relation to the proposed concession space layout of Lower Tongariro Street (South of Tuwharetoa Street) and Roberts Street and seek approval of the proposed design guidelines for those businesses who choose to exercise their right to any future concession leases on that land.

RECOMMENDATION(S)

That the Taupō Reserves & Roding Committee accepts the design guidelines presented by the Taupō Town Centre Project Team and Steering Group.

DISCUSSION

The following discussion, guideline commentary and guidelines only relate to the opportunity presented by the new footprint that will be created on Lower Tongariro Street (from Tuwharetoa Street south), and on the current Roberts Street alignment between lower Tongariro Street and Ruapehu Street.

The current use of leasable concession space (**Attachment 1**) on lower Tongariro and Roberts Street is varied in its look and feel. The space is extremely cluttered and inconsistent with the District Plan. The space is difficult to navigate through with tables, chairs, and signs encroaching on the roadway and beneath the verandas. The limited space for pedestrians to move through the site is a particular concern for those pushing prams, using wheelchairs, or riding mobility scooters. In almost all cases businesses are operating beyond their current Licence to Occupy.



Indicative image of veranda space usage and highly constrained public egress space.

The urban design principles that underpin the various legal documents that Council has to guide us in our decision making, are all targeted at enhancing the public enjoyment of this area, while supporting businesses, especially during very hot or rainy days by creating a sheltered and clear 2.5m wide space beneath the verandas. The verandas were required under the District Plan.

The Taupo Urban Commercial and Industrial Structure Plan signalled many changes to the way we utilise our street network in the Taupo town centre. It stated that Council will, “*Ensure pedestrian needs are foremost maintaining unobstructed paths next to shop frontages and under verandas. Provide flexibility for a range of uses, recognising the value of street vendors*”. The Structure Plan also explained how Council would need to change the way that it managed the use of the footpaths in relation to the sale of goods, advertising, and outdoor dining:

“Managing these elements is a small but critical part of ensuring that streets operate well for all users. The relevant Council policies and bylaws will be reviewed as required. Any such review should emphasise the needs of pedestrians over those of commercial operators, for example the placement of tables and chairs should not prevent people in wheelchairs or pushing prams from using the footpath.”

Council subsequently amended the District Plan to recognise that sandwich board signs and the display of goods for sale all help to make the streetscape interesting, so they have been allowed as a permitted activity. However, there is a requirement that a 2.5m wide area be left unencumbered to enable pedestrians to continue to move along the footpath and that the area left free for pedestrians should be covered by the veranda.

The status quo across the program footprint, particularly Roberts Street, is not consistent with the district plan requirements.

Linking the above to the design process, the five design principles that underpin the design ethos of that area are included below. These five principles very much talk to how Council envisage the street network being utilised, and clearly show how well designed and implemented urban spaces should ultimately function.



Dixie Brown's are the only business to have been granted a license to occupy the space beneath the veranda. The current lease agreement has a clause allowing Council to alter that lease with 30 days notice, tabled around the TTCT schedule of work. **See Attachment 6 for Dixie Brown's LTO.**

Initial discussions with businesses in this area focused on a desire for a consistent 'look and feel' of the new space. In applying the District Plan requirements, and by encouraging businesses to invest at the earliest opportunity in their new concession sites in line with the guidelines, achieves an appropriate degree of consistency.

The TTCT program provides the opportunity to reopen the entire area after development with it operating as the District Plan requires, as well as offering a considerable potential increase in concession space available to adjacent businesses (a function of the design).

The new concession spaces will all sit on largely new footprints/areas, with most spaces considerably larger than present license to occupy documents, as tabled below.

Licence to Occupy holder	LTO m2	New area m2
	Current	Potential Proposed
Waterside	12	100
Burgerfuel	17	50
Pub N' Grub	60	150
Jimmy Coops	30	100
Taste Café	60	60
Coffee Club	15	50
Dixie Browns	32	140
Baku	12	140
Total areas	238	790

The businesses on lower Tongariro Street also gain potential concession space that is not currently available.

As presented on **Attachment 2**, the proposed concession sites sit between the clear veranda line, and either shared space (Roberts Street) or carriageway (Lower Tongariro). At the time of compiling this document, there are ongoing discussions about the final usage (either concession space or parking) of these spaces from the current KFC site, eastward to Ruapehu Street. The design is adaptable and can accommodate either end use in this specific area. The different shading on the plan is intended to merely demarcate the different potential concession footprints.

Reinstating the space adjacent to the shop frontages and beneath verandas to the general public for pedestrian movement, opens up the potential for allowing a consistent look and feel for covered and/or more sheltered spaces across the new concession footprints which sit outside the verandas.

Where businesses take up these opportunities, we believe there is a suitable balance of the new public space that will be created (seats, gardens, general free space and permeable area between concessions) and the enhanced dining and socialising opportunities in the concession areas which could be covered and enclosed.

In preparing these guidelines, we are aware of the potential that all businesses could ultimately take up concession leases, erect covered structures and potentially have enclosed sides at certain times. There could be the perception that this would create a 'barrier'. The design has a considerable number of crossing points and thus public permeability through the concession areas, and we believe it unlikely that the above scenario will eventuate. In the event that the above scenario was to ultimately eventuate, it is likely to be centred around periods when the public space is less utilised (inclement weather in winter), and thus a space that favours the businesses and their concession opportunities is quite likely in the wider business and public good i.e the site is remaining functional and being used for the best use at that time.

Concession sites granted on the southern side of the newly developed Roberts Street (currently envisaged to be in front of Dixie Browns and Café Baku), will need to be flexible, for those occasions when the bollards are raised on the Lower Tongariro Street corner, and Roberts Street needs to function in a two-way fashion. A mechanism will be required in those LTO documents to acknowledge that Council will have the right to enact this change and those specific concession sites will not be useable while the two-way road is functioning.

On approval of these guidelines, our stakeholder team will engage directly with all those affected businesses so that they can understand what Council will support for the new spaces and allow them time to plan their space and gain new LTO documentation.

GUIDELINE COMMENTARY

These design guidelines will then form the basis for assessing and approving Future Licences to Occupy (LTO) in that area. These guidelines are intended to provide a great level of amenity for all, while balancing business opportunity to achieve branding aspirations. Connected with this is the requirement to enforce the District Plan requirements for clear pedestrian egress beneath the current verandas.

These guidelines are intended to provide a clear design pathway to businesses and show the shelter opportunities that Council will approve on the new concession sites.

These guidelines stop short of dictating colours and exact materials for the structures and the look and feel of street furniture within the concession sites. *Note: this is intended to support a more consistent look and feel of the cover elements, while retaining businesses individuality potential with barrier and street furniture choices. We are aware that a business may take the opportunity to seek individuality by creating a strikingly different overhead structure/colour, and this would be at the officer and Roding Committee discretion.*

It is however the guidelines intent that as businesses invest in this area, their street furniture is of a high quality and of robust construction. *Note: We are not recommending materiality, as there are so many different high-quality options that businesses could ultimately utilise (some examples being wood, steel, composites, polished concrete).*

These guidelines are intended to signal Council's intent that this area is finished in a high quality and consistent state in its entirety.

It is intended that individual businesses take up the opportunities presented by these guidelines as they are able to invest. It is not intended to enforce these guidelines where businesses choose to just reinstate their current street furniture into the newly created spaces.

It should be noted that this document **only** relates to the proposed new concession sites on lower Tongariro Street, and Roberts Street west (between lower Tongariro Street and Ruapehu Street). **Attachment 2**.

As the TRRC are responsible for approving LTOs we want to confirm that the TRRC are in support of the proposed design guidelines.

Guidelines with explanatory notes:

- Provide a clear 2.5m beneath the awning per District plan requirements to support pedestrian movement and businesses vibrancy.
- Support low branded barriers between leases to support license requirements. *Note: barriers between concession will only be supported where it is required for a specific licensing requirement. The shared space concept works best when areas are more permeable rather than less permeable.*
- Support overhead cover. This can be either a translucent roofed product or waterproof canvas. It is envisaged that these do not require building or resource consent. Should businesses propose structures that require either consent, it will be up to them to gain those consents.
- For overhead structures, drop down sides will be supported for inclement weather.
- Support large umbrellas.
- A strong preference for neutral tones for overhead structures and large umbrellas. *Note: this is intended to support a more consistent look and feel of the cover elements, while retaining businesses individuality potential with barrier and street furniture choices. We are aware that a business may take the opportunity to seek individuality by creating a strikingly different overhead structure/colour, and this would be at the officer and Roothing Committee discretion.*
- When umbrellas are chosen, support 1.0m high translucent barriers between the concession and the shared space (Roberts Street) or carriageway (Lower Tongariro Street) (intended as partial wind barriers primarily). *Note: barriers between concession sites and the shared space (Roberts Street) are not our desired solution, although we are willing to support them should concession holders believe that they will improve their service offering. The shared space concept works best when areas are more permeable rather than less permeable. This permeability is a function of holding vehicle speeds low when they enter the shared space which favours pedestrians. Barriers are more likely to indicate to vehicles that they are on a 'road' with the attendant potential for speeds to creep up. It should be noted that the shared space will have a speed limit of 10km/hr.*
- The TTCT Program will install foundations at **our cost** for either of the above options, should the businesses choose an option before construction commences. Those businesses will need to provide the foundation design prior to construction commencing and provide any professional services if certification is required (such as a producer statement).
- Outside the above, concession sites will be assessed outside the program, as usual at officer and Roothing Committee discretion.

CONCLUSION

Based on urban design principals, the design teams input and the TTCT steering groups support we propose the following guidelines be accepted for new concession leases on lower Tongariro Street and Roberts Street west:

- Provide a clear 2.5m walkway beneath the awning per District Plan requirements to support pedestrian movement and businesses vibrancy.
- Support low branded barriers between leases to support license requirements, where required.
- Support overhead cover. This can be either a translucent roofed product or waterproof canvas. It is envisaged that these do not require building or resource consent. Should businesses propose structures that require either consent, it will be up to them to gain those consents.
- For overhead structures, drop down sides supported for inclement weather.
- Support large umbrellas.

- A strong preference for neutral tones for overhead structures and large umbrellas.
- When umbrellas are chosen, support 1.0m high translucent barriers between the concession and the shared space (Roberts Street) or carriageway (Lower Tongariro Street) (intended as partial wind barriers primarily).
- The TTCT Program will install foundations at **our cost** for either of the above options, should the businesses choose an option before construction commences. Those businesses will need to provide the foundation design prior to construction commencing and provide any professional services if certification is required (such as a producer statement).
- Outside the above, concession sites will be assessed outside the program, as usual at officer and Roding Committee discretion.

ATTACHMENTS

1. Concessions
2. Proposed Concessions
3. Options Lower Tongariro Street
4. Concessions Western end of Roberts Street
5. Options 2 Western end of Roberts Street
6. Dixie Browns Licence to Occupy