

## Notice of Meeting:

I hereby give notice that an ordinary meeting of Hamilton City Council will be held on:

**Date:** Wednesday 18 November 2015  
**Time:** 9.30am  
**Meeting Room:** Committee Room 1  
**Venue:** Municipal Building, Garden Place, Hamilton

Richard Briggs  
Chief Executive

---

## Business and Investment Subcommittee OPEN AGENDA

---

### Membership

Chairperson Her Worship the Mayor J Hardaker  
Members Cr M Forsyth  
Cr A King  
Cr A O'Leary  
Cr R Pascoe

**Quorum:** Three members

**Meeting Frequency:** Quarterly – or as required

---

Brendan Stringer  
**Committee Advisor**

**12 November 2015**  
Telephone: 07 838 6768  
Brendan.Stringer@hcc.govt.nz  
www.hamilton.govt.nz

**Terms of Reference:**

- To enhance Hamilton's economic position.
- Promote investment and business attraction opportunities for Hamilton.
- Oversee implementation of the Economic Development Agenda.
- To receive information and provide advice in relation to potential major developments.
- Recommend funding for Hamilton & Waikato Tourism (HWT) and Hamilton Central Business Association (HCBA) and receive six monthly/quarterly and annual reports.
- Develop and recommend to the Strategy and Policy Committee the Central City Transformation Plan.
- Develop and recommend a strategy to optimize use of the Municipal Endowment Fund and the Domain Endowment Fund by 30 March 2014.

**Special Notes:**

- The sub-committee may request expert advice through the Chief Executive when necessary.
- This sub-committee monitors Hamilton Properties Ltd.

**Power to act:**

- Recommend funding for Hamilton & Waikato Tourism (HWT) and Hamilton Central Business Association (HCBA) to the Finance Committee or Council.
- Make operational decisions that are aligned to the outcomes of the Economic Development Agenda.

<b>ITEM</b>	<b>TABLE OF CONTENTS</b>	<b>PAGE</b>
<b>1</b>	<b>Apologies</b>	<b>4</b>
<b>2</b>	<b>Confirmation of Agenda</b>	<b>4</b>
<b>3</b>	<b>Declarations of Interest</b>	<b>4</b>
<b>4</b>	<b>Business and Investment Subcommittee Open Minutes 9 October 2015</b>	<b>5</b>
<b>5</b>	<b>Business and Investment Subcommittee Action List - Open - 18 November 2015</b>	<b>10</b>
<b>6</b>	<b>Draft Central City Transformation Plan - Feedback Summary and Approval</b>	<b>12</b>
<b>7</b>	<b>Hamilton Gateways Policy</b>	<b>25</b>
<b>8</b>	<b>Streetscape Beautification and Verge Maintenance Policy</b>	<b>36</b>
<b>9</b>	<b>Resolution to Exclude the Public</b>	<b>45</b>

**1 Apologies**

**2 Confirmation of Agenda**

The Committee to confirm the agenda.

**3 Declaration of Interest**

Members are reminded of the need to be vigilant to stand aside from decision making when a conflict arises between their role as an elected representative and any private or other external interest they might have.

**Committee:** Business and Investment  
Subcommittee

**Date:** 18 November 2015

**Report Name:** Business and Investment  
Subcommittee Open Minutes  
9 October 2015

**Author:** Brendan Stringer

---

<b>Status</b>	<i>Open</i>
---------------	-------------

## Recommendation

That the Subcommittee confirm and adopt as a true and correct record the Open Minutes of the Business and Investment Subcommittee Meeting held on 9 October 2015.

## 1. Attachments

- Attachment 1 - Business and Investment Subcommittee Open Minutes 9 October 2015

---

## Business and Investment Subcommittee

### OPEN MINUTES

---

**Minutes of a meeting of the Business and Investment Subcommittee held in Committee Room 1, Municipal Building, Garden Place, Hamilton on Friday 9 October 2015 at 10:05am.**

#### PRESENT

Chairperson	Her Worship the Mayor J Hardaker
Members	Cr A King Cr R Pascoe
In Attendance	Debra Stan-Barton – Acting General Manager City Environments Kelvin Powell – Unit Manager City Safe Chris Simpson – Business Manager
Committee Advisor	Mr B Stringer

---

#### 1. Apologies

**Resolved:** (Her Worship the Mayor Hardaker/Cr King)

That the apologies from Councillors Forsyth and O’Leary be received and accepted.

#### 2. Confirmation of Agenda

**Resolved:** (Her Worship the Mayor Hardaker/Cr Pascoe)

The Committee confirm the Agenda.

#### 3. Declarations of Interest

No members of the Committee declared a Conflict of Interest.

#### 4. Business and Investment Subcommittee Open Minutes 15 September 2015

**Resolved:** (Cr Pascoe/Her Worship the Mayor Hardaker)

That the Subcommittee confirm and adopt as a true and correct record the Open Minutes of the Business and Investment Subcommittee Meeting held on 15 September 2015.

#### 5. Draft Public Places Policy and Bylaw

The Unit Manager City Safe ('Unit Manager') introduced the report and summarised the proposed changes to the draft Public Places Policy ('the draft Policy') and draft Public Places Bylaw.

The Unit Manager responded to questions on the following points:

- **Signs**

A shop sign placed on the footpath was required to be moved on request and at the close of business.
- **Outdoor Dining Barriers**

Barriers were required to be removed from the designated outdoor area at the conclusion of an establishment's trading hours. The premises' permit would detail the number of tables and chairs allowed. Crowd control barriers utilised by some clubs were not captured under the draft Policy as they were not used for permitted outdoor dining areas.
- **Mobile Shops**
  - i. Staff were requested to update the Central City map (Schedule 4 in the draft Policy) to clearly delineate the area in which mobile shops would be able to operate as proposed under clause 4 of the draft Policy.
  - ii. The Unit Manager acknowledged that the exact location where mobile shops could trade in the central city, and the process of selecting the three mobile shops contemplated in the draft Policy, had yet to be decided.
  - iii. Whether mobile shops should operate within the central city was an issue that had been a subject of discussion for some time. The Unit Manager advised it was for the Subcommittee to determine whether the draft Policy permitted such activities. He suggested mobile shops could provide services that are not otherwise catered for in the central city at specified times; though accepted that key stakeholders who had been consulted expressed divided views on the matter.
  - iv. Staff were not aware of the exact number of mobile shops that operated across the city, though believed there were two that were permanently situated on private land.
- **Buskers**
  - i. The draft Policy contemplated allowing buskers to operate from 7am to 1am under a six-month permit, which would be available at no cost. City Safe staff were comfortable with the extended hours.
  - ii. If an organisation was performing for the purpose of collecting money, it would be considered to be a 'busker' under the draft Policy. It was not intended to capture individuals who wished to speak in a public place without financial reward.
  - iii. The draft Policy prohibited the use of amplified equipment.

**Resolved:** (Her Worship the Mayor Hardaker/Cr Pascoe)

That:

- a) the report be received;
- b) the **draft Public Places Policy** is approved for recommendation to the Strategy and Policy Committee;
- c) the **draft Public Places Bylaw** is approved for recommendation to the Strategy and Policy Committee; and
- d) the following public engagement timeframe is recommended to the Strategy and Policy Committee:
  - i. Public engagement for the bylaw and policy commences following the Council meeting in November 2015 and remains open until 15 January 2016;
  - ii. The Business and Investment Subcommittee meet on 3 February 2016 to approve any changes to the policy, if any, and to hold hearings and deliberate on the bylaw;
  - iii. Recommendations are made to the Strategy and Policy Committee meeting on 11 February 2016; and
  - iv. The Council approve the bylaw at its meeting on 18 February 2016.

**Cr King dissenting.**

Staff were asked to include the following matters in their report to the Strategy and Policy Committee meeting of 3 November 2015 in relation to the draft Policy's proposal for mobile shops trading in the central city:

- i. Whether Council could apply a 'market-rate' permit fee;
- ii. The experience of other territorial authorities to gauge what has or has not worked;
- iii. Confirmation of the number of mobile shops that operate across the city, including on a permanent basis and/or on private land.

**Minute Note:** Subsequent to the Meeting, it was determined that the Business and Investment Subcommittee would meet on 9 February 2016, not 3 February 2016; and that the Strategy and Policy Committee would meet on 16 February 2016, not 11 February 2016.

**6. Resolution to Exclude the Public**

**Resolved:** (Her Worship the Mayor Hardaker/Cr Pascoe)

**Section 48, Local Government Official Information and Meetings Act 1987**

The following motion is submitted for consideration:

That the public be excluded from the following parts of the proceedings of this meeting, namely consideration of the public excluded agenda.

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution follows.

General subject of each matter to be considered	Reasons for passing this resolution in relation to each matter	Ground(s) under section 48(1) for the passing of this resolution
C1. Business and Investment Subcommittee Public Excluded Minutes 15 September 2015	) Good reason to withhold information exists under Section 7 Local Government Official Information and Meetings Act 1987 ) )	Section 48(1)(a)

This resolution is made in reliance on section 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by Section 6 or Section 7 of that Act which would be prejudiced by the holding of the whole or relevant part of the proceedings of the meeting in public, as follows:

Item C1. to prevent the disclosure or use of official information for improper gain or improper advantage Section 7 (2) (j)

**The Meeting was declared closed at 10:54am.**

**Committee:** Business and Investment Subcommittee

**Date:** 18 November 2015

**Report Name:** Business and Investment Subcommittee Action List - Open - 18 November 2015

**Author:** Brendan Stringer

<b>Status</b>	<i>Open</i>
---------------	-------------

## Recommendation

That the Report be received.

## 1. Attachments

- Attachment 1 - Business and Investment Subcommittee Action List - Open - 18 November 2015

Business Investment Subcommittee - Action List - Open

Meeting Date	Item #	Action for Monitoring	GM Responsible	Comment	Status
15-Jul-14	6	The Hamilton Central Business Association to provide feedback on the Business Improvement District Policy to be reviewed by the Subcommittee at its meeting on 11 November 2014.	Sean Murray	<b>18 Nov 2015:</b> The BID Policy working group is due to meet three times prior to Christmas and a verbal update on progress will be given at the 18 November 2015 Subcommittee meeting. The draft BID Policy will be reported back to S&P Committee 23 February 2016.	In progress
20-Aug-14		Central City Transformation Plan would be finalised in November 2014. A first draft would be prepared and available for reviewing by the Subcommittee in September.	Sean Murray	<b>18 Nov 2015:</b> Feedback received on the Draft CCTP will be reported at the 18 November Subcommittee meeting with the Final Plan recommended for adoption to the S&P Committee meeting on 8 December 2015.	In progress
13-May-15	6	Periodic reports from HCBA to provide commercial tenancies' figures taking account of both new leases and lost/expired leases.	Sean Murray	Ongoing as part of HCBA's reporting to this Subcommittee.	Completed
15-Sep-15	9	Updates to be provided on the following Policies:  i. The Street and Directional Signage Policy be deleted  ii. Gateways Policy  iii. Streetscape Beautification and Management Policy  iv. Municipal Endowment Fund Investment Policy and Freeholding Council Domain and Municipal Endowment Leases Policy	  i. Chris Allen  ii. Chris Allen  iii. Lance Vervoort  iv. Sean Murray	  i. Recommendation to S&P Committee (on 8 December 2015) that Policy be deleted.  ii. Updated policy to be presented at the 18 November 2015 B&I Subcommittee Meeting.  iii. Updated policy to be presented at the 18 November 2015 B&I Subcommittee Meeting.  iv. An update will be presented at a future meeting of this Subcommittee in 2016	  Completed  In Progress  In Progress  In Progress
09-Oct-15	5	<b>Public Places Bylaw and Policy</b>  i. Staff to capture specific matters in their report to the S&P Committee of 3 November 2015, as highlighted by the Subcommittee, in relation to the draft Public Places Bylaw and Policy and mobile shops.  ii. The draft Bylaw and Policy be recommended to S&P for public engagement, with the Subcommittee to meet on 9 February 2016 to hold hearings and deliberate on the bylaw.	Debra Stan-Barton	  i. Report to S&P Committee on 3 November 2015 addressed all issues highlighted by the Subcommittee.  ii. S&P Committee, at its meeting on 3 November 2015, recommended to Council that the draft Bylaw and Policy be approved for public engagement .	  Completed.  In Progress.

Item 5

Attachment 1

**Committee:** Business and Investment  
Subcommittee

**Date:** 18 November 2015

**Report Name:** Draft Central City  
Transformation Plan -  
Feedback Summary and  
Approval

**Author:** Chris Simpson

<b>Report Status</b>	<i>Open</i>
<b>Strategy, Policy or Plan context</b>	<i>Hamilton Plan, Hamilton City River Plan, Economic Development Agenda</i>
<b>Financial status</b>	<i>There is budget allocated of \$80,000 to develop the Plan</i>
<b>Assessment of significance</b>	<i>Having regard to the decision making provisions in the LGA 2002 and Councils Significance Policy, a decision in accordance with the recommendations is not considered to have a high degree of significance</i>

## 1. Purpose of the Report

- To recommend the Draft Central City Transformation Plan to the Strategy and Policy Committee for approval.

## 3. Executive Summary

- The Strategy and Policy Committee approved the draft Central City Transformation Plan for public engagement at its meeting of 22 September 2015.
- Public engagement commenced on Monday 28 September 2015 and concluded on Friday 16 October 2015 and a public open day was held on 30 September 2015.
- 82 responses were received from the public engagement and the public feedback shows strong support for the Plan.
- The two main topics for discussion from the public engagement are parking and Garden Place.
- Some minor changes are recommended to the draft Plan.

## 9. Recommendations from Management

- That the report be received.
- That the Central City Transformation Plan incorporating the changes in Attachment 2 be recommended to the Strategy and Policy Committee for adoption.

## 10. Attachments

11. Attachment 1 - CCTP Submission Summary Analysis
12. Attachment 2 - Proposed changes to Draft CCTP

## 13. Key Issues

### 14. Background

15. The Strategy and Policy Committee approved the draft Central City Transformation Plan (CCTP) for public engagement by at its meeting on 22 September 2015. Public engagement was open from 28 September 2015 to 16 October 2015 and included:
  - A public open day from 12noon – 7.30pm, saw over 100 people attend. The open day was attended by two experts who assisted with development of the Plan.
  - On line engagement with feedback form.
  - City News.
  - Meetings with the disability community, Hamilton Central Business Association and the chairperson of the Older Persons Advisory Panel to receive their feedback.
16. The Waikato Branch of the Property Council released its central city Manifesto just prior to the public engagement, with many aspects of the Manifesto picked up in the CCTP. In addition, the Property Council's submission included a recommendation for the Council to allocate \$50m over a number of years for investment in CBD rejuvenation. The Property Council have been approached to provide further advice regarding this initiative.

### 17. Public Engagement

18. A total of 82 responses were received with 67 completing the online feedback form and 15 providing written submissions. Overwhelmingly, submitters and those who attended the open day supported having a plan and clarity about the future of the central city. Attachment 1 is the analysis of the feedback. In summary:
  - There is strong support for the CCTP.
  - The aspects that generated the most feedback are parking and Garden Place.
19. Some submitters suggested ideas such as bike hire, more planting and seats, more public art, removal of bollards, children's playground and ideas for events. There was support for family friendly and green spaces.
20. There is no consensus view expressed about parking. Feedback ranged from support for the proposal in the draft CCTP to free parking every day (supported by the Waikato Branch of the Property Council). The Hamilton Central Business Association supports free weekend parking with time restrictions monitored. There was some support for pick up and drop off parking zones. Submitters want a parking approach that is simple and clear.
21. The majority of comments about Garden Place related to the shared zone and providing car parks. Some submitters such as Generation Zero and Cycle Action do not support a shared zone in Garden Place, advocating for more cycling and pedestrian areas and less cars. Other submitters focused on concerns about pedestrian safety in shared zones and clarity about pedestrians having priority right of way in shared zones.

22. A workshop was held with the Business and Investment Subcommittee on 29 October 2015 to discuss the feedback provided through the public engagement. After considering all feedback, including feedback from the sub-committee, staff are not recommending any significant changes to the draft CCTP. Attachment 2 is a summary of the minor changes recommended.
23. Additional Matters
24. One aspect of the Plan that the Subcommittee needs to consider is the date for change to the parking regime. Time is needed to prepare information and communications to ensure success and alignment with the start of the parking technology implementation. General Manager Chris Allen will attend the Subcommittee meeting to discuss options and financial implications.
25. Following approval from the Strategy and Policy Committee, the Laneways and Retail parts of the CCTP will be separated into individual booklets for easier communication and distribution.
26. A monitoring report will be developed and progress reports provided to this Subcommittee and the Strategy and Policy Committee.

## 27. Financial and Resourcing Implications

28. Council approved a budget of \$80,000 for the development of the draft CCTP. Expenditure is as follows:

Activity	Amount
Research	\$ 33,900
Consultation	\$ 6,900
Plan production	\$ 37,000
<b>Total Spend to 31 August 2015</b>	<b>\$ 77,800</b>

29. The Library Laneway mural project has already received funding of \$25,000 from Vibrant Hamilton Trust. This will be incorporated into an already budgeted operational project of \$100,000 this financial year relating to painting the library building exterior.

## Signatory

Authoriser	Sean Murray, Executive Director, H3 and Events
------------	--

## CCTP SUBMISSIONS SUMMARY ANALYSIS

This report provides a summary of the main themes and findings from the feedback received through public engagement on the draft Central City Transformation Plan.

<b>Public Engagement period</b>	Monday, 28 September 2015 to Friday 16 October 2015
<b>Total number of submissions received</b>	82
<b>Form of feedback</b>	Completed online survey – 67 Written/email submissions – 15

### 1. Submission Breakdown

- 65 lived in Hamilton
- 34 identified as female
- 29 identified as male
- 2 identified as gender diverse
- 8 own a commercial property in the central city
- 7 own a business in the central city
- 7 live in the central city

Age range	Number of responses
0-18	1
19-25	1
26-45	34
45-65	24
65+	6

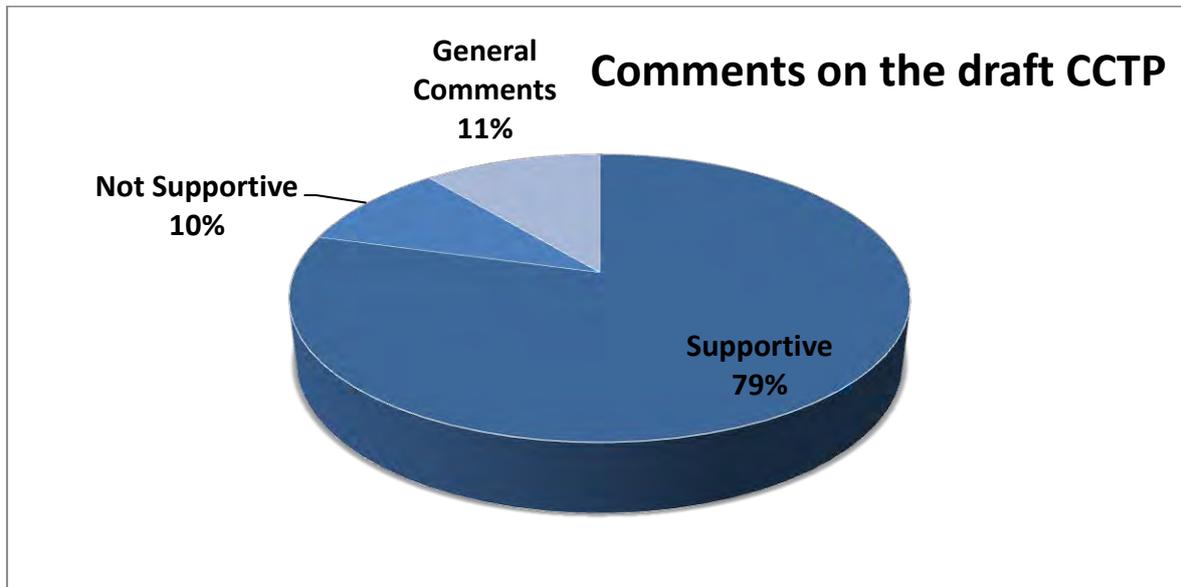
Of the 82 submissions received, 16 represented businesses, membership associations and organisations within Hamilton and the central city.

The larger organisations who provided submissions were:

- Hamilton Central Business Association (HCBA) – representing approx 1200 central city businesses
- Property Council which represents 85 organisations with approximately 4000 employees.

### 2. Feedback Summary

- **65 of 82** submissions commented positively on the draft plan or aspects of the draft plan
- **9 of 82 submissions** made comments or suggestions on aspects of the draft plan or the central city generally without indicating support or otherwise
- **8 of 82** submitters commented negatively on the draft plan



The following comments reflect the general tone of sentiments expressed by those who commented positively on the draft plan:

Verbatim Comments
"This is the first time I have felt there is a true vision for the central city"
"Making use of and transforming laneways"
"The focus on increasing pedestrian and cycling facilities"
"Great. Allows more public art. Inviting to come to town to hang out."
"The plan recognises that a strong retail environment is the by product of having residents and office workers in the CBD".
"The three distinct areas: South End, CBD, and Victoria. All successful major cities like Melbourne have zones within their main city district"
"Overall the plan covers all of the topics that need addressing and introduces some good concepts as to what will make the city vibrant"

The following comments reflect the general sentiments expressed regarding alternative ideas:

Verbatim Comments
"What the centre of the city needs most is free parking"
"More public artwork akin to what New Plymouth allowed – filling in ugly walls with cool urban design"
"I think you need to set your sights higher in terms of attracting tenants and residents. I think your targets for increases in these two groups is too low"
"Whoever designs the gardens at the gardens should design garden place."
"You know it wouldn't actually hurt to have more seating in the Civic Square either"
"Not convinced on having cars in garden place. If a shared space is made I think a lot of effort needs to be put into keeping traffic to a minimum and ensuring pedestrian right of way"
"Put in one hour of free parking would transform the amount of shoppers and those attending the Library and other amenities in the Garden place area"
"Shared inevitably means that pedestrians need to give way for fear of being injured, particularly if a driver treats it as a road"
"Create a destination theme garden in Garden place...Tourists would have a reason to visit the CBD after visiting the Hamilton Gardens. Win win."

"Create a destination theme garden in Garden place...Tourists would have a reason to visit the CBD after visiting the Hamilton Gardens. Win win."
"A bike hire shack in the middle of garden place is a good idea, so that people can rent a bike for the bike trails down by the river"
"I love all the steps/seating in other cities I've been to recently – it invites people to stick around and view the sights!"
"The residential accommodation and city living needs to be of a higher density and reflect CPTED (Criminal Prevention through Environmental Design)"

### 3. Conclusions from the analysis

1. The key conclusions are:
  - There is strong support for the draft CCTP vision, outcomes and priorities
  - There is concern about parking in the central city but no consensus about a parking strategy for the central city
  - There is a strong view that pedestrian-friendly and cycle-friendly areas must be increased in the central city and that the safety of vulnerable shared zone users should be prioritised through the CCTP
  - There was support for green spaces and family friendly areas in the central city.
2. A majority of submissions (65 out of 82 or 79%) commented positively on the draft plan. This means the majority of submitters liked the draft plan in its entirety, or liked the draft plan in principle and suggested modifications. There were two key themes for suggestions or comments:
  - Parking
  - Garden Place (primarily the shared zone and car parking).
3. A third, more minor theme that emerged from the submissions (9 out of 82) was a focus on family-friendly green spaces and children's play areas within the central city.
4. Topics for other suggestions or comments mentioned by submitters (more than 1, less than 5) included:
  - Pick up and drop off parking in the central city
  - A park and ride system
  - Noise reduction in the central city
  - Bike hire facilities
  - More planting and seats
  - More public art
  - Removal of bollards
  - Ideas for events.
5. The aspects of the draft plan that ranked highest liked by submitters were:
  - Precinct identity
  - Pedestrian and biking friendly areas and connections
  - The Waikato River
  - The Green Frame and Green Spaces
  - The Laneways Plan.
6. The aspects of the draft plan that ranked highest for comments by all submitters were:
  - Garden Place
  - Parking.

7. **Parking.** Suggestions on the parking proposal focused on the blue zone and were varied. There was no consensus. The only suggestions across more than one submitter were:
- Free parking (no definition – typically “like the Base”). The Property Council supported this option
  - Free on weekends and public holidays with time restrictions monitored. HCBA support this option.
- Of the organisations that provided written submissions:
- Waikato Regional Council identified potential for tension between parking proposals and the public transport strategy
  - Cycle Action proposed graduated tariffs (increasing fees for length of stay)
  - CCS Disability Action proposed reducing parking spaces gradually over time (2-3% per year) and adequate provision of accessible car parks or accessible passenger transport close to key central city destinations
  - The Blind Foundation suggested that parking facilities be located on the perimeters and not within pedestrian areas.
8. **Garden Place.** There were 35 submissions that mentioned Garden Place.
- The bulk of these comments related to the proposal for a shared zone on the north side of Garden Place and the provision of car parks. Other suggestions related to gardens, seating, and library
  - Of the 35 submissions, 22 submissions were about cars in Garden Place. A majority of those 22 submissions did not want cars in Garden Place. These submitters included CCS Disability Action, Blind Foundation, Generation Zero, Cycle Action Waikato and the Property Council. However, a number of these submitters suggested mitigations if the shared zone did proceed
  - The reasons given for not supporting cars aligned with the following themes:
    - Safety of pedestrians, especially more vulnerable road users such as children, older persons, and people with disabilities
    - Dis-incentivises public transport
    - Discourages healthier modes of transport such as walking and biking
    - Adversely impacts the amenity and open space of Garden Place
  - There were 4 submissions in support of cars in Garden Place including one from the Hamilton Central Business Association who felt introducing a shared zone would improve the attractiveness and usability of Garden Place.
9. 8 out of the 82 submitter did not like the plan. These submissions rejected the plan altogether. Reasons given aligned with one or more of the following themes:
- Draft plan is another stop-gap – parking, homeless and Garden Plan need fixing
  - Draft plan is a waste of money/will be too expensive/Council should focus on city debt
  - Council has bad track record – why should this time be different?
10. 9 out of the 82 submissions could be categorised as general suggestions or comments. This means the submitters responded in a limited way without indicating support or otherwise for the plan as follows:
- 1 submitter (NZ Police) requested the current 5 free car parks for visitors to the Central Police Station be preserved
  - 1 submitter (AA Waikato District Council) suggested the blue zone be free on weekends and public holidays with monitored time restrictions
  - 1 online submitter suggested a toddler play area for Garden Place
  - 1 online submitter emphasised pedestrian safety in Shared Zone design as a general comment, particularly children’s safety

- 4 online submitters answered only the demographic questions and the question on priorities for choosing to live in the central city
- 1 submission related to Hamilton in general and not the central city or the draft plan specifically.

11. Some business and membership organisations provided written submissions. All were supportive of the draft Plan with some offering comments about specific aspects. A summary of the key feedback from these submissions is noted below.

## Key Themes from Submissions from Organisations and Businesses

Some business and membership organisations provided written submissions and included comments.

THE 6 STRATEGIES	Supportive	Other Ideas we should consider
<b>1. RESHAPE THE CITY/PRECINCT IDENTITY CHARACTER</b>		
<b>Victoria</b>	Blind Foundation; HCBA; PCNZ; Sky City; Health Waikato; Cycle Action Waikato; CCS Disability Action	CCS Disability Action - encourage assessable housing e.g. Lifemark design standards
<b>Business District</b>	Blind Foundation; HCBA; PCNZ; Sky City; Health Waikato; Cycle Action Waikato; CCS Disability Action	Sky City - support an entertainment area in the Business District as well as the South End precinct
<b>South End</b>	Blind Foundation; HCBA; PCNZ; Sky City; Health Waikato; Cycle Action Waikato; CCS Disability Action	
<b>Garden Place</b>	Blind Foundation; HCBA; Generation Zero; PCNZ; Sky City; Health Waikato; CCS Disability Action	Sky City and Population Health - events for Garden Place
<b>Garden Place Shared Zone</b>	HCBA; PCNZ	Blind Foundation; Generation Zero; WRC; Cycle Action Waikato; CCS Disability Action (These groups no shared zone in Garden Place and propose pedestrian access)

2. WAIKATO RIVER		
<b>Waikato River/Victoria on the River</b>	Blind Foundation ; Generation Zero; PCNZ; Sky City; Health Waikato; Cycle Action Waikato; CCS Disability Action	Population Health - Develop Maori sense of place regarding Hamilton's past
3. GREEN FRAME/SPACES		
	Blind Foundation; Generation Zero; PCNZ; Sky City; Health Waikato; Cycle Action Waikato; CCS Disability Action	
4. STREETScape/AMENITY/BEAUTIFICATION		
	Blind Foundation; PCNZ; Sky City; Health Waikato; Cycle Action Waikato; CCS Disability Action	
5. STRENGTHENING CONNECTIONS		
<b>Transport/Public Transport</b>	Blind Foundation; Generation Zero; PCNZ; Cycle Action Waikato; CCS Disability Action	WRC – Make sure that Public Transport is considered in the plan and to work with WRC re Public Transport
<b>Shared Zone</b>	Generation Zero; PCNZ; Health Waikato; Cycle Action Waikato	Blind Foundation – the design of pedestrian areas and shared zones complies with NZ best practice standards (e.g. RTS 14)
<b>Pedestrian/Cycling</b>	Blind Foundation; Generation Zero; WRC; PCNZ; Health Waikato; Cycle Action Waikato; CCS Disability Action	Blind Foundation – a walking strategy for the central city; Cycle Action – Claudeland's Bridge clip-on to be completed
<b>Parking</b>	AA; HCBA; PCNZ; Sky City; Cycle Action Waikato; CCS Disability Action	WRC – Work with WRC to ensure that implications for the Public Transport strategy are appropriately addressed in the plan
<b>Laneways</b>	Blind Foundation; GenerationZero; PCNZ; Health Waikato; CCS Disability Action	

7

6. INVESTMENT AND BUSINESS ATTRACTION	
Blind Foundation; Generation Zero; WRC; PCNZ; Sky City; Health Waikato; CCS Disability Action	Suggestions from the Property Council such as: consult on a proposal to allocate \$50million for key CBD renewal projects over the next 1-3 years, establish a CBD Board comprising local government, private sector and community organisations, make changes to the Urban Design Panel etc., research and review planning rules and provisions in conjunction with the private sector.

## Recommended Changes to CCTP Wording

Page no.	Topic	Current wording	Change	Why
12	Precinct Identity		Add additional sentence to this strategy: <b>The precincts must be accessible, safe and inclusive to encourage more people into the central city.</b>	Respond to feedback from the Older Persons Advisory Panel
24	Garden Place – narrative last paragraph	These include addition of more planting and seats and the shared zone for pedestrians and cars	These include addition of more planting and seats and the shared zone <b>with pedestrian right-of-way as an activation mechanism for Garden Place.</b>	Clarification of intention Respond to feedback regarding pedestrian safety and specific concerns of the disability community
24	Garden Place - action	Expand the shared zone along the northern zone to Victoria Street and include parking options	Expand the shared zone along the northern zone to Victoria Street <b>in accordance with best practice safety design to ensure pedestrian right-of-way</b> and include <b>30 minute</b> parking options.	Clarification of intention Respond to feedback regarding pedestrian safety and specific concerns of the disability community
38	Strengthening Connections	Successful central city transformations have placed a strong emphasis on pedestrian focused environments ..... central city's appeal.	Add new paragraph three: <b>It is important to prioritise pedestrian and bike-friendly routes and promote public transportation options while balancing the needs of all central city users.</b>	Respond to feedback regarding pedestrian safety and specific concerns of the disability community as well as supporting public transport strategies

## Recommended Changes to CCTP Wording

38	Strengthening Connections - actions	Extend the shared zone in Garden Place along Alexandra Street to Collingwood Street	Extend the shared zone in Garden Place along Alexandra Street to Collingwood Street <b>in accordance with best practice safety design to ensure pedestrian right-of-way.</b>	Clarification of intention Respond to feedback regarding pedestrian safety and specific concerns of the disability community
41	Transport Shared Zone	Extending the shared zone down Alexandra Street to Collingwood Street increasing the pedestrian focused environment is one of the success factors in transforming central cities. It builds on the ...	Extending the shared zone down Alexandra Street to Collingwood Street increasing the pedestrian focused environment is one of the success factors in transforming central cities. The shared zone will reflect <b>best practice safety design to emphasise pedestrian right-of-way.</b> It builds on the ...	Clarification of intention Respond to feedback regarding pedestrian safety and specific concerns of the disability community
42	Parking – narrative last paragraph	The new on street Parking Strategy responds to the needs of all central city users.	The new <b>on-street</b> Parking Strategy responds to the needs of all central city users.	Grammatical error
42	Parking - actions	Apply and promote new on street parking zones	Apply and promote new <b>on-street</b> parking zones	As above
72	Acknowledgements		Add the following text to the bullet points under: <b>page 10/11 and page 56/57</b> <b>Property Economics: October 2015</b>	Correct omission

**Committee:** Business and Investment  
Subcommittee

**Date:** 18 November 2015

**Report Name:** Hamilton Gateways Policy

**Author:** Jason Harrison

<b>Report Status</b>	<i>Open</i>
<b>Strategy, Policy or Plan context</b>	
<b>Financial status</b>	<i>No budget was required to complete this work.</i>
<b>Assessment of significance</b>	<i>Having regard to the decision making provisions in the LGA 2002 and Councils Significance Policy, a decision in accordance with the recommendations is not considered to have a high degree of significance</i>

## 1. Purpose of the Report

- To approve the draft Hamilton Gateways Policy for recommendation to the Strategy and Policy Committee.

## 3. Executive Summary

- The purpose of the Hamilton Gateways Policy is to identify the strategic entrances and routes into Hamilton to ensure they convey a sense of arrival and Hamilton identity in a consistent way.
- Stakeholder engagement has occurred in reviewing this policy.
- The review of the Policy has addressed the following issues:
  - Take a plain English language approach;
  - Ensure alignment with other plans;
  - Removed inconsequential content;
  - Defined level of service to be applied to identified entrances and routes into Hamilton that serve as high profile or high volume gateways.

## 7. Recommendations from Management

That:

- the report is received;
- the draft Hamilton Gateways Policy is approved for recommendation to the Strategy and Policy Committee.
- no public engagement is undertaken for this policy.

## 8. Attachments

9. Attachment 1 - Proposed Hamilton Gateways Policy 2015
10. Attachment 2 - Existing City Gateways Policy 2010
11. Attachment 3 - City Gateways 2019 - map

## 12. Key Issues

13. Background
14. The Business and Investment Subcommittee passed a recommendation on the 15 September 2015 that an updated policy be presented to this meeting of the Subcommittee.
15. The current City Gateways Policy 2010 was adopted by Council on the 24 February 2010 and is due for review in 2015/16. Staff began work on this review some time ago in anticipation of completing the Waikato Expressway and the ring road.
16. Engagement with the following stakeholders has occurred in reviewing this policy:
  - Hamilton and Waikato Tourism
  - Hamilton Central Business Association
  - The Motel Association
  - Tainui Novotel
  - NZTA
17. Input from Elected Members has been provided through a Councillor Briefing held earlier this year.
18. Issues
19. The purpose of the Hamilton Gateways Policy is to identify the strategic entrances on routes into Hamilton to ensure they convey a sense of arrival and Hamilton identity in a consistent way.
20. A summary of feedback from the stakeholder engagement is:
  - Provide clarity about where the main gateway entries to Hamilton are situated.
  - It is important that the Thermal Highway routes come into Hamilton and do not bypass it.
  - Ensure gateway entries include signage to accommodation and major visitor attractions in Hamilton such as the Zoo, the River and Hamilton Gardens.
21. The review of the Policy has addressed the following issues:
  - The need for a plain language approach.
  - Ensuring alignment with other plans.
  - Removing inconsequential content such as out of date reference information and operational information now covered within management documents (refer schedule 4 in the draft policy).
  - Providing clarity about the primary and secondary gateways that constitute the main entry points into Hamilton taking into account the feedback (refer schedule 3 in the draft policy).

- Defining levels of services to applied to identified entrances and routes into Hamilton that serve as high profile or high volume gateways (refer to sections 5-7 of the draft policy).

**22. Financial and Resourcing Implications**

23. There are no financial or resourcing implications from the review of the Policy.

**Signatory**

Authoriser	Chris Allen, General Manager City Infrastructure Group
------------	--

First adopted:	24 February 2010
Revision dates/version:	2
Next review date:	October 2018
Engagement required:	No engagement required
Document number:	
Sponsor/Group:	General Manager City Infrastructure

## HAMILTON GATEWAYS POLICY

### Purpose and Scope

1. To identify gateway entrances and routes into Hamilton.
2. Outline levels of service for gateway treatments to create a sense of arrival and reflect the city's character, history, and environment or cultural significance.

### Definitions

Gateways	Entrances and routes into Hamilton that serve as high profile or high volume gateways
MOTSAM	Manual of traffic signs and markings (MOTSAM) maintained by the NZ Transport Agency gives details of approved sign legends, sign symbols and sign layout generally. This manual is being progressively replaced by the Traffic Control Devices Manual

### Policy

3. The design and level of service to be applied to city gateways are defined by the classification of the gateways as either primary or secondary gateways as set out in Schedules 1 and 2.
4. The map identifying the location and classification of city gateways is in Schedule 3.
5. The design and levels of service that apply are:
  - Schedule 1 Primary Gateways (Type 1) will provide a high level of amenity characterised by a selection of the following treatments:
    - Landscaping and planting
    - Public art
    - Signage, including billboards
    - Built features
  - Schedule 2 Secondary Gateways (Type 2) will provide a medium level of amenity characterised by a selection of the following treatments:
    - Minor planting
    - Signage (i.e. MOTSAM Section 7: Guide Signs)

6. Gateways are not intended to incorporate promotional tools (e.g. pole banners for upcoming events) but billboards may include event promotion.
7. The following design principles will be taken into account in developing Primary Gateways (Level 1 gateways):
  - Public art and/or other built features to clearly signal gateway entry and sense of arrival) that express the uniqueness and identity of Hamilton and the site's history, environment or cultural significance.
  - The creation of distinctive landmarks through soft landscaping and, where applicable, earth sculpturing may be incorporated to express the local character and/or cultural history
  - The use of simple, strong, structured planting to establish a consistent approach across all gateways.
  - Clear signs
  - Tourism options
  - Reference to relevant Council documents specified in Schedule 4.
8. New gateway sites will be determined:
  - As city boundaries change; or
  - From changes in road hierarchy; or
  - As speed limit thresholds are extended; or
  - By changes to New Zealand's tourist highways
9. The development of new gateway sites will:
  - Establish the city gateway at the new boundary or speed threshold and extend the corridor to that point.
  - Explore the possibilities for involving adjoining Districts, particularly when the jurisdictional boundary runs along the gateway corridor.
  - Liaise with network utility providers to prevent barriers to long term development of city gateways and to reduce the impact of existing services by, for example, undergrounding overhead lines.

### Schedule 1 – Primary Gateways (Type 1)

**Refer to Hamilton Gateways 2019 Plan No. D-1507602, version 3**

Te Rapa Road  
Cambridge Road SH1  
Resolution Drive  
Mangaharakeke Drive SH1

### Schedule 2 – Secondary Gateways (Type 2)

**Refer to Hamilton Gateways 2019 Plan No. D-1507602, version 3**

Whatawhata Road SH23  
Ohaupo Road SH3  
Morrinsville Road SH26  
Tuhikaramea Road  
Ruakura Road (link to Waikato Expressway)  
Greenhill Road (link to Waikato Expressway)  
Gordonton Road

### Schedule 3 – The Map

Hamilton Gateways 2019 Plan No. D-1507602, version 3

### Schedule 4 - Reference Documents

Street Planting Guidelines  
Hamilton Signage Plan  
The traffic safety requirements of the City's Transportation Unit and if applicable consult with the New Zealand Transport Agency (NZTA) during concept development and design  
Hamilton Arts Agenda

<b>Subject</b>	Hamilton City Gateways	<b>File Reference</b>	504/1/12
<b>Approved By</b>	Council	<b>Date Approved</b>	24 February 2010
		<b>Date Reviewed</b>	
<b>Sponsor</b>	General Manager Community Services	<b>Community Outcome</b>	
		Outcome 2	"A city that encourages creativity for a vibrant lifestyle"
		Outcome 3	"A city with a strong identity that recognises the significance of its river and history"

### Objective

To develop a cohesive approach to gateways to the city that:

- Promotes characteristics and values that are distinctively Hamilton
- Guides the application of the Road Reserve Planting Strategy or succeeding document
- Defines the boundary of the city and provides a sense of arrival there
- Creates a sense of place at each gateway which has a distinct character and identity relevant to each site
- Provides scope for development and management of the city's gateways to ensure their adaptability and longevity.

### Policy

This policy covers the acquisition, development and maintenance of city gateways. City gateways are the principal places of entry to Hamilton City, located at the administrative boundary and include corridors defined by the area's physical characteristics. These characteristics include topography, existing planting and built form.

The current gateways are:

1. Te Rapa Road
2. Whatawhata Road
3. Ohaupo Road
4. Cambridge Road
5. Morrinsville Road
6. Gordonton Road
7. Tuhikaramea Road

### References

- Hamilton City Road Reserve Planting Strategy
- Vista
- Cityscope
- Art in Public Places Policy

**Objective 1: Create City Gateways**

To create visually distinctive gateways to Hamilton to provide a sense of arrival, demonstrate the character of Hamilton as a unique place and reflect the character of the specific gateway:

- Provide a simple and structured “green corridor” to landmark each city gateway, acquiring land to define the corridor physically where necessary.
- Define the extent of the city gateway corridor through physical features rather than the administrative boundary alone. For example:
  - Use natural landform features (such as natural gullies) to accentuate the arrival experience.
  - Where gateways are long, flat and straight use strong structure planting, landscaped berms and median islands, and/or sculptured land features to provide an appropriate scale to respond to the openness of the gateway corridor.
  - Incorporate public art and/or built features which contribute to the character of the gateway and its sense of place.
- Acquire - by purchase, available planning mechanisms or any other means - land to provide for planting outside the road reserve where such land will provide for the establishment of an enduring, simple and structured green corridor, particularly where traffic safety and services requirements limit the opportunity to establish planting within the road corridor. Make this land subject to the Reserves Act 1977 and classify it as Local Purpose (amenity) Reserve.

**Objective 2: Concepts for City Gateways**

To develop and follow a concept plan for the development of each gateway that embodies an agreed vision from those contributing to its development, thereby ensuring a co-ordinated outcome:

- Consult with all Hamilton City Council units with a role in implementing this policy to ensure a common vision for the gateways.
- Recognise the traffic safety requirements of the New Zealand Transport Agency (NZTA) regarding gateways on state highways by consulting with the NZTA during concept development and design.
- Use the Hamilton City Road Reserve Planting Strategy or succeeding document to achieve a structured planting framework throughout the entire gateway corridor:
  - Establish cohesion and unity among the gateways through the application of the same basic design principles, including creation of a corridor entered through each gateway and the use of simple, strong, structured planting with use of characteristic Hamilton/Waikato species and selected exotics.
  - Provide a local character to each gateway, supplementing Hamilton/Waikato characteristic species with others that relate to the existing established planting in the area, the area theme species identified in the Hamilton City Road Reserve Planting Strategy, or other species suitable to that particular gateway. Reinforce and define the gateway corridor through the use of the species used in that gateway and selected exotics to provide the necessary scale and form through its length.

- Create distinctive landmarks through soft landscaping and, where applicable, earth sculpturing expressive of local character and/or cultural history and that contributes to the expression of the identity of Hamilton.
- Design all major intersections within gateway corridors with a consistent theme that is identifiable as a gateway treatment. For example, the Cobham Drive/Hamilton Gardens roundabout uses stone edging, a simple plant palette of hedged shrubs and groundcovers and artwork. Mounding within roundabouts and at their edges could also help punctuate these spaces.
- Use public art and/or other built features to clearly signal gateways into the city. The public art or other built features should express the uniqueness and identity of Hamilton and be relevant to the site's history, environment or cultural significance. All public art shall be guided by and subject to the processes set out in the Art in Public Places Policy.
- Incorporate promotional tools (e.g. pole banners for upcoming events) into the gateways in a manner appropriate to the character of the gateway point. Such installations should not detract from the sense of place created by the planting, natural features and public art work. The preferred approach is permanent footings for the installation of pole banners or similar so that events or promotions can be advertised on a temporary basis.

### **Objective 3: Develop and Maintain City Gateways**

To maintain, enhance and protect city gateways:

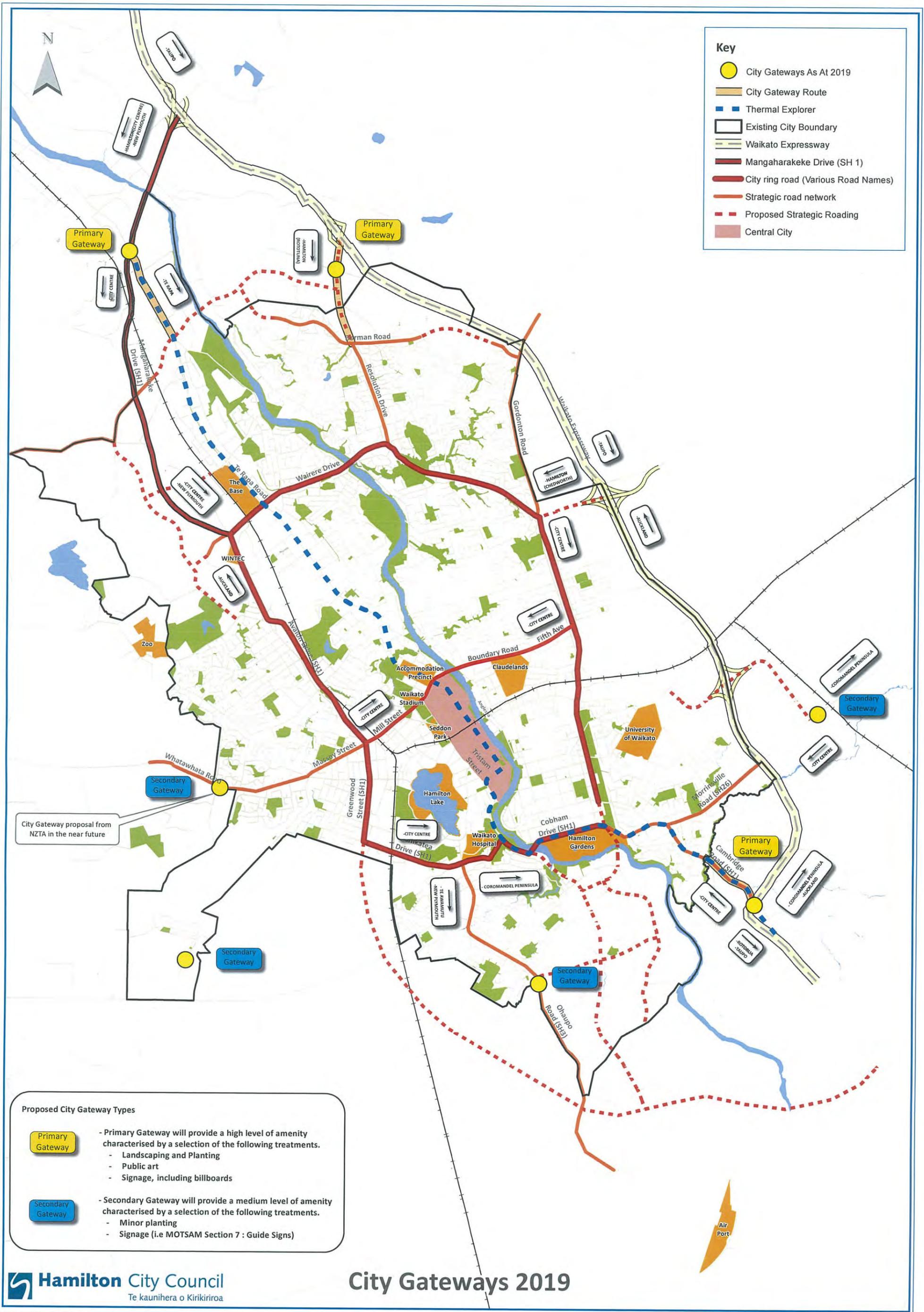
- Define levels of service for maintenance of city gateways that will give effect to this policy and incorporate them in maintenance contracts and agreements.
- Review each of the city gateways on a three yearly basis to identify any necessary replacement planting, maintenance work and/or additional elements and provide for them within budgets to ensure these areas are appropriately maintained and/or enhanced.
- Ensure that where land is lost from any existing city gateway land, equivalent land and landscaping to replace what is lost is provided by the organisation carrying out the development.
- Ensure that any future gateway locations are planned and designed to provide for a suitable city entrance from the outset of any proposed development.
- As city boundaries change, re-establish the city gateway at the new boundary and extend the corridor to that point.

### **Objective 4: Collaborate on City Gateways**

To work with other agencies to promote and enhance the city gateways:

- Encourage the NZTA to incorporate land specifically for planting purposes at any new city gateways and to retain land at existing city gateways to provide for planting.
- Encourage the NZTA to undertake planting within its land consistent with the city's design approach to gateways to complement the city's efforts to create distinctive city gateways, and/or to contribute to the funding of public art in these areas.
- Administer the District Plan landscaping rules so as to support this policy.

- Explore the possibilities for involving adjoining Districts, particularly when the jurisdictional boundary runs along the gateway corridor.
- Explore use of other funding mechanisms to develop and enhance existing city gateways.
- Liaise with network utility providers to prevent barriers to long term development of city gateways and to reduce the impact of existing services by, for example, undergrounding overhead lines.



**Committee:** Business and Investment  
Subcommittee

**Date:** 18 November 2015

**Report Name:** Streetscape Beautification and  
Verge Maintenance Policy

**Author:** Renee McMillan

<b>Report Status</b>	<i>Open</i>
<b>Strategy, Policy or Plan context</b>	<i>Hamilton Plan, Open Spaces Plan</i>
<b>Financial status</b>	<i>There is not budget allocated</i>
<b>Assessment of significance</b>	<i>Having regard to the decision making provisions in the LGA 2002 and Councils Significance Policy, a decision in accordance with the recommendations is not considered to have a high degree of significance</i>

## 1. Purpose of the Report

- To approve the draft Streetscape Beautification and Verge Maintenance Policy for recommendation to the Strategy and Policy Committee.

## 3. Recommendations from Management

That:

- the report be received;
- the draft Streetscape Beautification and Verge Maintenance Policy be approved for recommendation to the Strategy and Policy Committee; and
- no public engagement is undertaken for this policy.

## 4. Attachments

- Attachment 1 – Draft Streetscape Beautification and Verge Maintenance Policy.
- Attachment 2 – Streetscape Beautification and Management Policy.

## 6. Key Issues

### 7. Background

- The originating policy for this area was the Hamilton City Council City Beautification Policy which was approved 22 February 1994. The policy had been reviewed in May 2005 and in 24 May 2012 when the policy was named the [Streetscape Beautification & Management Policy](#). This policy was scheduled for review during the 2015/2016 year.
- The Business and Investment Subcommittee passed a recommendation on the [15 September 2015](#) that an updated policy be presented to the next Business and Investment Subcommittee meeting.

10. Issues
11. The purpose of the Streetscape Beautification and Verge Maintenance Policy is to achieve quality streetscapes while ensuring essential utility services are protected and road user safety is maintained.
12. The review of the Policy was undertaken to address the following issues:
- a) Take a plain English language approach;
  - b) Remove inconsequential content;
  - c) Identify the priorities to be applied to streetscape beautification at Hamilton sites; and
  - d) Define in what circumstances Council will remove and replace street planting.
13. **Removal of inconsequential content.** Content removed related to:
- a) Out of date or unnecessary information that is covered within the Infrastructure Technical Specifications; and
  - b) The criterion for species selection has been moved to the Street Tree Guidelines.
14. **Priorities:** The priorities are identified in the Schedules to the Policy (Schedule 1 – 3). This allows for the sites assigned to each level to be changed without the requiring the policy to be updated.
15. **Define circumstances Council will remove and replace street planting:** Council will remove and replace street planting where planting is causing severe interference with built assets e.g. footpaths or utility services or where planting is in poor condition (Section 8). Street planting, particularly street trees are an important issue and in some instances cause genuine detrimental effects on built assets e.g. footpaths and are emotive for residents. A policy position on this is necessary to respond to the high number of requests relating to street tree removal and replacement.
- 16. Financial and Resourcing Implications**
17. There are no financial or resourcing implications from the review of the Policy.
18. In order to meet the Schedules of the Policy, there has been reprioritisation of sites. Consequently, some service levels will be reduced at existing Level 3 sites as Level 1 and 2 sites are prioritised.

### Signatory

Authoriser	Lance Vervoort, General Manager Community
------------	---

## STREETSCAPE BEAUTIFICATION AND VERGE MAINTENANCE POLICY

### Purpose and Scope

1. To prioritise maintenance efficiency for streetscape and landscaping in the city to achieve quality streetscapes while ensuring essential utility services are protected and road user safety is maintained.

### Definitions

Street	A transport corridor that provides for carriageway, verge, drainage channels and any adjoining pedestrian or cycle paths and landscaping. Includes public accessways e.g. street to street, Civic Plaza.
Verge	That part of a street between the kerb (or edge of seal) and adjoining property boundary.

### Policy

2. This policy applies to street plantings in the city. This Policy does not apply to parks and reserves including the river corridor.
3. The priority to be applied to streetscape beautification at sites in Hamilton is defined by the classification set out in Schedules 1, 2 and 3.
  - Schedule 1 Level 1 Sites: a high level of amenity characterised by a mix of landscaping and planting, including bedding plants.
  - Schedule 2 Level 2 Sites: a medium level of amenity characterised by a mix of landscaping and planting designed for lower maintenance than Level 1.
  - Schedule 3 Level 3 Sites: amenity value including planting designed for low maintenance and high resilience.
4. At Council discretion some streets and/or some parts of streets will not be planted because of utility services and access requirements or traffic management requirements.
5. The location and selection of street plantings, including trees, will avoid interference on built assets (e.g. footpaths and drainage channels), utility services and traffic safety (e.g. visibility of signs).
6. Developers will be responsible for street planting in new streets. The Parks and Open Spaces Unit will approve design and implementation in accordance with Council's Street Tree Guidelines and Infrastructure Technical Specifications.
7. To conserve neighbourhood character, appropriate means of conservation will apply to significant trees and tree groups, which may include protection under the District Plan.
8. Council will remove and replace street planting in the following circumstances:

- where planting is causing severe interference with built assets e.g. footpaths
  - where planting is causing interference with utility services e.g. electricity
  - where planting is in poor condition
  - where there is a safety concern.
9. Council expects owners or residents of properties fronting onto streets to mow and maintain the adjacent verge, including drainage channels and/or plantings, excluding street trees.
10. Council will mow verges only where:
- Excessive size (exceeding 200m<sup>2</sup>) or steep contour makes it unreasonable for the property owner to mow. The frequency of mowing will be at the discretion of Council.
  - The property owner or resident does not carry out the mowing. In these cases, mowing frequency is to be restricted to not more than four times each year and only when there is a fire or vermin hazard as a result of the verge not being mown. The frequency of mowing will be at the discretion of Council.

11. Planting on Verges:

- Planting on verges will not be permitted without prior written approval from Council and requests to plant verges are to be made to the City Transport Unit.
  - Requests for approval must have neighbour support.
  - Where Council approval is provided, the property owner will be responsible for on-going maintenance.
  - Staff are authorised to remove planting that, in Council's discretion, has not been maintained and to recover the costs associated with completing this work.
12. Property owners will be asked, under Council supervision to remove trees and tall plantings that may cause damage to public services, or may cause a traffic hazard. If owners fail to remove the trees or planting, staff are authorised to remove them and to recover the costs associated with completing this work.
13. The area above the full width of the footpath to a height of 2.4m is to be kept clear of overgrowth from trees, low shrubs, vines and hedges. Council will notify property owners where an overhanging vegetation issue has been identified and the owner is responsible for all work required and disposal of any trimmed material. If owners fail to remove the vegetation, Council will remove it and recover the costs associated with completing this work. Where overhanging vegetation is impacting traffic safety, Council will undertake necessary work required without notifying the property owner.
14. No structures, fences or retaining walls are to be erected within the street or verge.

## Reference Documents

- Street Tree Guidelines
- Infrastructure Technical Specifications
- Hamilton Gateways Policy

## Schedule 1 – Level 1 Sites

### Central City

Garden Place/Civic Square  
Victoria Street between Hood Street and London Street  
City Gate  
Alexandra Street

### City-Wide

Anzac Parade/Angelsea Street roundabout  
Cobham Road/Tristram Street roundabout  
Nawton Road/Seddon Street roundabout  
Sunshine Avenue/Te Rapa Road roundabout  
Forest Lake Road/Ulster Street intersection  
River Road/Endeavour Avenue roundabout  
Wairere Drive/Hukunui Road roundabout  
Hukunui Road/Clarkin Road roundabout  
Thermal Explorer Highway  
Primary City Gateways as outlined in the Hamilton Gateways Policy

## Schedule 2 – Level 2 Sites

### Central City

Remainder of Central City streets

### City-Wide

Dinsdale Road/Tuhikaramea Road roundabout  
Ohaupo Road/Normandy Avenue roundabout  
Nawton Road/Lincoln Road roundabout  
Five Cross Roads roundabout  
Resolution Drive/Borman Road roundabout  
Te Rapa Road  
Anglesea Street  
Cobham Drive  
Wairere Drive  
Te Aroha Street/Grey Street roundabout  
Lake Crescent  
Western Rail Trail  
Frankton Village  
Hamilton East precinct  
Dinsdale shopping precinct  
Five Cross Roads shopping precinct  
Secondary City Gateways as outlined in the Hamilton Gateways Policy

## Schedule 3 – Level 3 Sites

All other streets and sites

# STREETSCAPE BEAUTIFICATION AND MANAGEMENT

The purpose of this Policy is to outline the high level approach to planting and vegetation management on city streets.

---

## CONTENTS

1. Policy Objectives and Scope
2. Strategic Alignment
3. Principles of Policy
4. Policy Guidelines
5. Monitoring and Implementation
6. References

## REVISION HISTORY

<i>Revision #</i>	<i>Policy Sponsor</i>	<i>Approval Date and date of next scheduled review</i>	<i>Council or Committee Decision</i>	<i># TRIM Reference</i>	<i>Related Operating Guidelines</i>
1	General Manager City Infrastructure	24 May 2012 Review by May 2015	Council	D-541724	

## 1. POLICY OBJECTIVES AND SCOPE

The purpose of this policy is to provide a consistent approach to street beautification that produces high quality city streetscapes while recognising the need to protect essential utility services and road user safety.

This policy applies to all transport corridors and public accessways.

## 2. STRATEGIC ALIGNMENT

This policy assists in the delivery of Council’s outcomes and goals as follows:

PROSPEROUS AND INNOVATIVE	OUTSTANDING CITY LEADERSHIP	PEOPLE LOVE LIVING HERE
<ul style="list-style-type: none"> <li>▪ Hamilton has a strong, productive economy and we build on our economic strengths.</li> <li>▪ We have a thriving CBD.</li> <li>▪ It’s easy to do business here.</li> <li>▪ Our city grows and prospers in a sustainable way.</li> </ul>	<ul style="list-style-type: none"> <li>▪ The city is led by effective, open and responsive governance.</li> <li>▪ Council’s finances are sustainable for the long term.</li> <li>▪ We operate efficiently and provide exceptional service.</li> <li>▪ The city takes a leadership role regionally and nationally.</li> </ul>	<ul style="list-style-type: none"> <li>▪ Hamilton embraces the Waikato River and it is the focal point of our city.</li> <li>▪ We value, preserve and protect Hamilton’s natural, green environment.</li> <li>▪ Our city is attractive, well-designed and compact with outstanding architecture and distinctive public spaces.</li> <li>▪ Our city is a fun place to live with a vibrant Arts scene.</li> <li>▪ Hamilton is a safe city.</li> <li>▪ It’s easy to get around.</li> <li>▪ We celebrate our people and many cultures.</li> </ul>

■ = primary contribution

## 3. PRINCIPLES OF POLICY

- Tidy verges, whether grassed or planted make a valuable contribution to Hamilton’s natural green environment and city image.
- Council expects that owners or residents of properties fronting onto roads will mow and maintain the adjacent grass verges.
- Council will consider the role of planting to deliver an appropriate response to climate change and sustainable development.

## 4. POLICY GUIDELINES

### 4.1 Street Planting Priorities and Guidelines

- A programme of street planting will be determined through the Annual Plan process. Generally, planting priorities will be in descending order from:
  - Streets where planting requires upgrade e.g. failing trees
  - the major routes (city approach) to minor routes

- high profile inner city areas to low profile neighbourhoods
  - poorly planted neighbourhoods with a harsh landscape to well planted ones
  - unplanted streets to streets where planting needs upgrading
  - from high to low maintenance traffic islands.
- Beautification will use species themes which relate to the existing natural and historical species, neighbourhood identity, open space character and variations in topography, soil types, and other natural features of the landscape.
  - Council’s Gateway Policy should guide beautification of city entranceways.
  - Consideration will be given to the planting of native shrubs and trees wherever practicable.
  - Planting will be designed for low maintenance and resilience (drought resistance) under changing weather patterns as a result of climate change.
  - The location and choice of street trees will be such as to avoid detrimental effects on built assets (e.g. footpaths and drainage channels), utility services and traffic safety (e.g. visibility of signs). Some streets and/or some parts of streets will not be planted because of utility and traffic management requirements.
  - Other public requests for street trees or other types of planting will be addressed according to the priorities defined in Section 4.1 above.
  - The placement of any street furniture will be guided by Council’s Urban Design Guidelines and Open Space Plan.
  - Developers will meet the cost of approved tree and traffic island planting in new subdivisions which must be designed in accordance with the Infrastructure Technical Specification.
  - Council and utility agencies will be consulted prior to planting to integrate their requirements and co-ordinate the programme with other street works.
  - To conserve neighbourhood character significant trees and tree groups will be conserved by appropriate means. In some cases it will be appropriate to protect such trees via the District Plan.

## 4.2 Verge Management

- Council expects that owners or residents of properties fronting onto urban roads will mow the adjacent grass verges.
- Council will mow such verges only where:
  - Because of features such as excessive size or steep contour it is unreasonable for the property owner to mow. As a guideline, it is considered reasonable for Council to take responsibility for mowing any urban residential frontage exceeding 200 m<sup>2</sup>. The frequency of mowing will be at the discretion of Council.
  - The property owner or resident does not carry out the mowing. In these cases, mowing frequency is to be restricted to not more than 4 times per year and only when there is a fire or vermin hazard as a result of the verge not being mown.
  -

- Weeds need to be controlled to maintain the appearance of verges and to protect pavements, kerbs and other assets. Any use of herbicides will be undertaken in accordance with Council’s Herbicide Use Policy.
- Council will maintain a register of residents who do not wish to have any spraying undertaken on their frontages and operational staff and contractors will take account of this register.
- Planting on verges and reserves will not be permitted without the prior written approval of Council. In some situations, Council will permit residents to plant the verge on the condition that the property owner does not plant trees, for checking underground services first and takes full responsibility for maintenance. Neighbour support must also be demonstrated. Applications should be made to the City Transportation Unit.
- Private property owners will be asked, under the supervision of the Council, to remove trees and tall plantings that may cause damage to public services, or is or may cause a traffic hazard within the transport corridor and public accessways. In the event of owners failing to remove the plants, staff are authorised to remove such trees and tall plants and to recover the costs associated with the completion of this work.
- Trees and tall plantings will not be permitted within 20 metres of intersections or in locations that obscure sight lines to and from vehicles approaching bus stops, pedestrian crossings and school entrances.
- The area above the footpath to a height of 2.4m needs to be kept clear of overgrowth from trees, low shrubs, vines and hedges. Council will notify property owners where an overhanging vegetation issue has been identified and the owner is responsible for all work required and disposal of any trimmed material. In the event of owners failing to remove the vegetation, Council will remove such and to recover the costs associated with the completion of this work.
- No structure, fences or retaining walls are to be erected within the Transport Corridor.

## MONITORING AND IMPLEMENTATION

The General Manager City Infrastructure and General Manager Community will monitor the implementation of this policy.

The policy will be reviewed every three years or at the request of Council or in response to changed legislative and statutory requirements or in response to any issues that may arise.

## REFERENCES

- Herbicide Use Policy
- City Gateways Policy
- Open Space Plan
- Infrastructure Technical Specification (technical standards for street planting in new subdivisions and visibility at intersections)
- Hamilton City Road Reserve Planting Strategy (January 2007)
- District Plan

## Resolution to Exclude the Public

### Section 48, Local Government Official Information and Meetings Act 1987

The following motion is submitted for consideration:

That the public be excluded from the following parts of the proceedings of this meeting, namely consideration of the public excluded agenda.

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution follows.

General subject of each matter to be considered	Reasons for passing this resolution in relation to each matter	Ground(s) under section 48(1) for the passing of this resolution
C1. Business and Investment Subcommittee Action List - Public Excluded - 18 November 2015	) Good reason to withhold information exists under Section 7 Local Government Official Information and Meetings Act 1987	Section 48(1)(a)
C2. Development Site Update	)	

This resolution is made in reliance on section 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by Section 6 or Section 7 of that Act which would be prejudiced by the holding of the whole or relevant part of the proceedings of the meeting in public, as follows:

Item C1.	to prevent the disclosure or use of official information for improper gain or improper advantage	Section 7 (2) (j)
Item C2.	to enable Council to carry out commercial activities without disadvantage	Section 7 (2) (h)