

Record of a pre-application meeting (PRR00036383)

1. MEETING DETAILS

Date 7 May 2021 **Time** 3-4pm

2. MEETING PARTICIPANTS - CUSTOMERS

Name	Area of expertise / profession / title
Wen Yu (Andy) Tian	Applicant, KVEST INVESTMENT PARTNERS GROUP LIMITED
Lyndsay Macauley	Architectural Technician, Archaus Limited
Chad McMan	Architect, Archaus Limited
Jason Evans	Urban Design
Nick Mattison	Director / Planner, CIVIX
Lance Hessell	Senior Planner, CIVIX

3. MEETING PARTICIPANTS - COUNCIL

Name	Title	Role at meeting
Andrew Henderson	Principal Urban Designer	Urban Design
Junitta Fretton	Senior Planner	Planning

4. SITE & PROPOSAL

Site address of proposal

Street number and name: 20 Melia Place & 43A Vipond Road
Suburb, town or locality: Stanmore Bay

Background / Brief Description of Proposal:

The draft meeting outcomes for the first meeting (held on 11 February 2021) was circulated and in summary raised the following concerns:

- whether the development meet the definition of 'Integrated Residential Development'. A list of criteria for what a communal facility should comprise

of, was included as part of the first meeting minutes. No detailed design of the communal facility was provided at the time of the first meeting.

- urban design concerns particularly in relation to the layout and built form relating to long terraced buildings within a site that is zoned Residential – Single House and the density of development. Detailed comments from Council’s urban designer were provided to the applicant following the first meeting.

The second pre-application meeting (held 7 May 2021) is to mainly to address the concerns raised from the first meeting particularly the following three main matters:

- i. Whether the concept design of the community facility will enable the development to meet the definition of Integrated Residential Development (IRD).
- ii. Urban Design merits of the concept proposal
- iii. Site visit – nature of the site, visual catchment and landscaping matters

Information submitted as part of the second meeting include:

- Updated site plans / drawings including typologies of residential units and components of community facility, site sections, perspective views and floor plans – prepared by Archaus
- Urban Design Memorandum – prepared by Jason Evans
- Concept Summary, Melia Estate Development, 20 Melia Place, Whangaparaoa, Auckland – prepared by Visitor Solutions [Note: explaining detailed design of community facility]
- Economic Assessment – prepared by Urban Economics

See Figures 1 and 2 below showing the site and typology development plans.

In summary, the amended concept plans show the following components:

- The layout has changed to limit the length of the terraced buildings and introduce a duplex format mainly in two storey format. Where three storey buildings are proposed these are located in the parts of the site that can take advantage of the natural sloping landform. The duplex residential blocks are positioned centrally within the site.
- Reduction of the number of residential units from 72 to 59;
- Building coverage across the development site of approximately 20% with building height generally meeting the maximum building height of 8m with pitched roof up to 9m with cut.
- Detailed components of the community facility comprising of pavilion building, multi-use games area, BBQ area, olive grove and woodland for with nature-based playground. The community facility is located adjacent to the neighbouring Shadon Reserve. Through previous discussions, the community facility will be managed by a type of residents association and will not be vested.

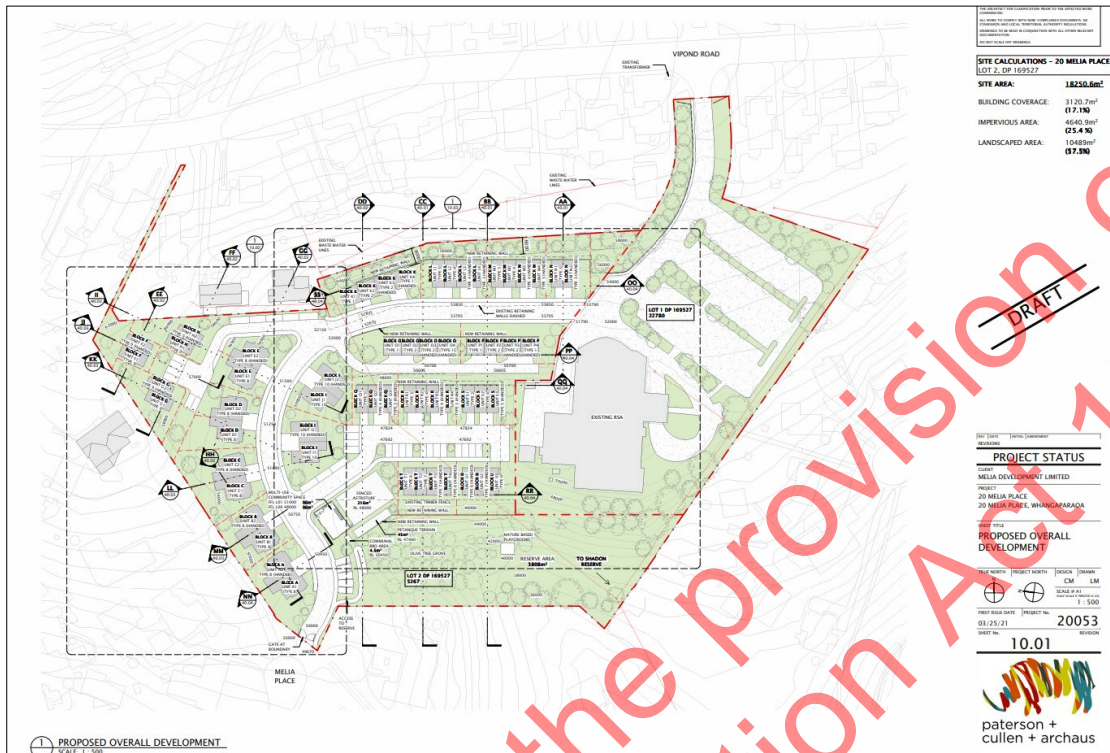


Figure 1: Overall Development Plan provided prior to the second meeting



Figure 2: Typology Plan provided prior to the second meeting

5. RELEVANT MATTERS

Relevant Matters	
Urban Design	<ul style="list-style-type: none"> Refer to attachment 1 to the detailed comments (dated 21/05/2021) from Council's Urban Designer, Andrew Henderson. The comments address urban design and landscaping and visual amenity matters. Note: As per memo from Andrew Henderson, he is happy to review any further iterations as part of the pre-application process. Note: Refer to suggested additional information recommended by UD to support the application including detailed information for the community facility, overall landscaping and perspectives to show how the built forms will be viewed from surrounding spaces.
Planning	<p>A) Integrated Residential Development (IRD).</p> <ul style="list-style-type: none"> Based on the provided details of the proposed communal facility, the concept proposal can be considered as an Integrated Residential Development. Note: Refer to UD comments with regard to suggested additional information to be provided as part of the application in relation to the community facility. Note: For ease of reference, it's important as part of the AEE to describe and therefore to clearly demonstrate how the activity meets IRD definition including its management etc. Refer to first set of meeting minutes for the criteria. <p>B) Comments from the site visit</p> <ul style="list-style-type: none"> The site is a rear site and is generally set at a lower ground level to its immediate adjacent properties and public roads. Views into the site from immediately adjacent public roads / public locations are likely to be minimal due to topography, vegetation and existing dwellings. Would need to be checked more thoroughly. Suggest a detailed description of the visual catchment particularly from adjacent sites and surrounding environment to be provided. Provide a Landscape Assessment Report to address potential visual impacts.

- The site has some significant mature vegetation around its borders and topography changes as the agent explained during the pre-application meeting.
- However it's not clear how much of this vegetation will be removed and views from adjacent properties opened up. I suspect vegetation clearance will open up the site to those adjacent.
- A clear understanding of the site boundary locations on site will be needed to understand adjacent effects. Clarity of this on a satellite image of the site is recommended.
- It would be beneficial to retain some of this vegetation to provide instant visual character to any future development.
- Provide a description of established vegetation to be removed on site boundaries and address visual amenity effects on owners / occupiers of adjacent properties. It is noted there are a number of properties on many site boundaries which are positioned very close to the site boundaries. Address adverse visual and amenity effects on such properties.
- Recommend a detailed Arborist Report on tree/bush locations, clearance and identification of those being retained.
- Clear information on topography changes and levels in relation to adjacent boundaries should be provided. Sections from adjacent properties should be considered.
- Shading diagrams should be considered when tall buildings are in close proximity to adjacent properties.
- Tall retaining structures exist on site and clear information on what is remaining and what is being removed would be required.
- No existing link to any adjacent reserve was noted, any benefits on this front would need to be clearly explained in support of any future consent.
- The residential development will be located adjacent to an existing RSA activity and related parking spaces. Consideration of reverse sensitivity effects on the

	<p>existing RSA would be required as the RSA rear yard will adjoin any new housing. This could also be at a higher level than any housing due to topography changes.</p> <ul style="list-style-type: none"> Confirm whether any changes within the RSA site is proposed particularly in terms of civil works relating to the subject residential development. Consideration of retaining the memorial entrance lane wall is needed. The short terrace blocks off Melia Place are noted. It is evident that the terrace is stepped horizontally and vertically in form and set back and down from the road. This reduces its visual appearance effects. <p>C) General</p> <ul style="list-style-type: none"> The matters within the first pre-app minutes still applies in so far as it informs the basis on the matters / topics to be addressed as part of future resource consent applications such as the type of consents required and related assessment of effects and reporting.
--	--

Preliminary conclusion on notification and outcome

Taking into account the suggestions made above, the provided detailed design of the communal facility, a general positive urban design response and the reduction in density and subsequent reduction of building coverage on the site overall, the proposed amendments are an improvement to the initial concept.

A final determination on notification can only be made upon receipt of a formal application, site visit and review.

Information to support application

Completed Application Form & Checklists	<p>You will need to gather together the relevant information and complete the relevant Auckland Council application form(s).</p> <p>Applications form and the information you need to provide with your application are available from our service centres or can be found here.</p> <p>You can now also apply online. This will save time and printing costs and you can track the progress of your application. Please remember to include this checklist with your application.</p>
All Plans	<p>All plans are drawn at 1:100 or 1:200 scale and show a north point, boundary dimensions and bearings, adjoining legal descriptions, street numbers and metric scale bars, datum point, site contours including spot</p>

	levels on the relevant boundaries. A guidance note has been produced to what information needs to be shown on your plans.
Assessment of Environmental Effects (AEE)	This is a statement assessing the actual and/or potential effects on the environment of a proposed activity. A guidance note has been produced on how to prepare an AEE.
Specialist Assessments	<p>You may need to provide written specialist report(s) to support your application, depending on the scale and significance of your proposal.</p> <p>As described above, in this case the following is considered necessary:</p> <ul style="list-style-type: none"> • Geotechnical Report • Infrastructure Report • Traffic Report <p>Note: to include traffic related impacts from the additional traffic volumes from the residential development particularly to and from Melia Place and onto Whangaparaoa Rd and surrounding roading network. The application will be forwarded to Auckland Transport for comments.</p> <ul style="list-style-type: none"> • Ground Water Assessment • Construction Management Plan • Retaining walls and fencing Plans • Detailed Site Investigation • Urban Design Assessment and relevant site and drawing plans • Landscaping Plan / Arboricultural Report <p>Important Note: The specialist assessments required above are advised based on the proposal provided for the pre-application meeting, should the nature and extent of proposal change, further specialist assessments may be required.</p>

Resource Consent Strategy	
Lodging your resource consent	<p>To obtain a resource consent, you must make an application to council.</p> <p>To avoid delays in processing your application you should:</p> <ul style="list-style-type: none"> • Make sure your application is complete in full (including all plans and technical documents. • Engage a professional (architect or consultant) to prepare your application as it can be technical.

Processing Costs	<p>A deposit will be charged when you lodge your application. This deposit will depend on the nature of the project. The deposit calculator gives an estimate of the deposit required.</p> <p>We will assess the total fees payable once your application has been approved. If the total fees payable are more than the deposit paid, you'll need to pay the balance, otherwise you will be given a refund.</p> <p>Interim invoices may also be issued for larger projects if processing fees exceed the initial deposit or additional costs are incurred.</p> <p>In some cases we may require a higher deposit to be paid. If this is the case we will advise you once the application has been submitted.</p>
-------------------------	--

General Information	
Auckland Design Manual	<p>The Auckland Design Manual (ADM) provides a resource for everyone involved in design, building and development to either share their great design stories with others, or to seek inspiration, tools and best practice advice from those who have already been successful. Auckland's planning rulebook, the Auckland Unitary Plan will articulate the rules for the future growth, whilst the ADM illustrates how to achieve the quality outcomes sought by the AUP (OP).</p>
Development Contributions	<p>Development contributions are the fees charged by the council for extra community and network infrastructure needed as a result of development projects. You will pay development contributions for residential and commercial development such as new houses, and subdivisions. The money collected from development contributions pays for the cost of public infrastructure that is needed to meet the additional demand from growth. This includes network infrastructure such as stormwater and transport, open space reserves and community facilities. To get an indication of the contribution please use the Development Contributions Estimator.</p> <p>Water supply and wastewater services are not included in the Development Contribution. This is covered in the infrastructure growth charge. This charge is administered by Watercare.</p>

Important Information

The purpose of a pre-application is to facilitate communication between applicants and the council so that the applicant can make informed decisions about applying for consents, permits or licences.

The views expressed by council staff in or following a pre-application are those officers' preliminary views, made in good faith, on the applicant's proposal. The council makes no warranty, express or implied, nor assumes any legal liability or responsibility for the accuracy, correctness, completeness or use of any information or views communicated as part of the pre-application process.

The applicant is not required to amend their proposal to accommodate the views expressed by council staff. Further, it remains the applicant's responsibility to get their own professional advice when making an application for consents, permits or licences, and to rely solely on that advice, in making any application for consents, permits or licences.

To the extent permissible by law, the council expressly disclaims any liability to the applicant (under the theory of law including negligence) in relation to the pre-application process. The applicant also recognises that any information it provides to the council may be required to be disclosed under the Local Government Official Information and Meetings Act 1987 (unless there is good reason to withhold the information under that act).

All consent applications become public information once lodged with council. Please note that council compiles, on a weekly basis, summaries of lodged resource consent applications and distributes these summaries to all local boards and all mana whenua groups in the Auckland region. Local boards and mana whenua groups then have an opportunity to seek further details of applications and provide comment for council to take into account.

Prepared by:

Name: Junitta Fretton

Title: Senior Planner

Signed:



Date: 4 June 2021

21.05.21

Hi Junitta,

Please find my comments regarding the second pre-app we had for the above proposal. Please attach my comments verbatim. Happy to discuss any of the below. Let me know if I have missed anything you wish covered.

I'm happy to review any further iterations as the detailed design comes forward. Please ask the architect to contact me with sketches if convenient.

Urban Design comments:

Key Positives

1. See built form and terraces have been reduced in units/length.
2. Drop from 72 units to around 57 has helped reduce overall bulk, massing and sense of density/intensity. Creating a more spacious feel towards zone expectations.
3. Reduced the reliance and number of units accessed from rear lanes.
4. Built form designed around topography to partially mask density and scale.
5. The retention of existing greenspace and mature trees.
6. Improved communal facilities.

Design Matters

7. **The layout**, on the whole, is generally successful and I appreciate topography will help mask the majority of development and its height/intensity from surrounding receptors.
8. The proposal is still very different and more intense than the surrounding single house zone and the AUP expectations for this location. It needs a strong explanation in terms of:
 - a. architectural statement on the strategy for the built form response,
 - b. A design statement rational addressing layout, built form and amenity provision
 - c. and planning justification for review.
9. There is still some uncomfortableness with the predominance of the multi-unit typologies (mainly the terraces but also the finished product of the duplexes). This is around development intensity, three storey height effects and the resolution of down scaling multi-unit built forms.
10. Although at this second pre-app with the changes to date, I'm now more willing to consider the possibility of slightly higher scale development on this site as being more acceptable from a design perspective. **However the detailed built form design and internal streetscape response is critical in making this a success.**
11. These should clearly articulate and demonstrate design solutions and mitigations both in writing and diagrammatically.
12. **I've read the design statement** and there are a number of positive aspects discussed in terms of the development philosophy and rational of site layout and design. However there are a few comments I'm not fully supportive of at this point in time as follows and it would be helpful to gain further elaboration on them for review.
 - a. screening elements and their success in mitigation,

- b. building footprints being similar to neighbouring built environment – a closer examination of this argument diagrammatically would be helpful.
 - c. sensitive boundaries designed in a like for like manner,
 - d. garage door dominance sorted via detailed design – needs further refinement.
 - e. Further clarity around the statement *“The secondary lane structures will be detailed in a more low key fashion reflecting the spatial characteristics and scale of the defining architecture.”*
 - f. Further detail and justification on urban design techniques and mechanisms used.
13. **Built form and surrounding residential environment** will need to be positively resolved by a strong detailed design response. Consider the appearance and quality aspects. This is to offset higher scaled development effects. Reliance on topography alone is not considered enough to address these issues.
14. A strong consideration and explanation of urban design and architectural techniques/mechanisms is needed. These require to be used to lower scale visually and down play height and bulk matters. Written and diagrammatic explanations.
15. More detail is required around the streetscape design and quality. I appreciate this is still to be finalised. Please consider how visual and pedestrian amenity can be provided to the rear lane designs too.
16. **Landscape treatments** throughout the site should also play an important factor, especially in helping to create a human scale environment, softening built form and helping to emphasise spaciousness/ gaps in the built form. A well qualified landscape architect should be employed to provide advice on this outcome.
17. Hard and soft landscape resolution, especially along streetscape and laneways, to provide high amenity residential and pedestrian friendly environment.
18. Consider landscape options to screen views from adjacent neighbours.
19. **Communal facilities** have been significantly improved. I have read and support the principals of the preliminary summary provided by Visitor Solutions. I look forward to this being fine tuned and more detail provided for review in the future. This detail should expand on the services provided in detail, their design, explain their management and useability. This will help confirm their acceptability.
20. I think the intended provision of communal facilities is beneficial to the development and wider locality.
21. I note the facilities are all located in one location. It would be beneficial to see other social amenity spaces or ‘nodes’ pop up throughout the site. Such as considering the use of any left over spaces to provide small activity, seating or engaging landscape area as this would help to fully realise the ‘integrated’ expectation of the development classification.
22. Consider the important sides of the community building to front and activate the street and corner. Suggest you relocate the storage elements off the front corner and open up and highlight the front walls and entrance.

Typology design comments

23. Duplex –
- a. Consider how to highlight the front door within the front façade.

- b. Ranch sliders to the front bedroom may cause privacy issues and result in curtains being drawn more often than not. Consider either a normal sill height window or frosted/opaque lower panes to ranch sliders.
 - c. Consider colour palette carefully to provide variation amongst duplexes without too much visual clutter.
 - d. The Melia 2 duplex appears very bulky and intense, more so that the split level duplex design. Maybe refinement of the framing and roof form to be less dominate would help if possible. Street view elevations will help to assess the effects across the street next to other development.
 - e. Is there a type 3?
24. The northern section of duplex and terraced three storey units still appears intense from within the site and uncharacteristic of the single house zone. The repetition of similar built form heightens this. It is recommended that this is resolved more to reduce effects.
 25. These units also have limited interaction and passive surveillance towards the street at ground floor. I would like to see this improved.
 26. From the perspectives provided, the northern units (I-L) appear to have very limited pace for landscape potential along the front, potentially resulting in a car dominant space and minimal softening to built form. Need to understand where
 27. Within the north section of attached housing a solution to help reduce bulk and density effects is to increase the separation between the blocks AND/OR intersperse the blocks with two story or break them all into duplexes.
 28. I agree with the architect's suggestion that consideration of the built form of the three storey terraces to appear like two storey with a swept back third floor could be positive. Further detail required for review.
 29. Garage door dominance and repeated car pads needs refinement to avoid dominance of cars.
 30. Punched and framed windows help add detail and articulation to the form. The modulated end elevations and unit framing help. Could an additional detail or an altered option be provided within the terrace block to break up the repeated finish.
 31. Consider how to visually break up the tall three storey side elevations visible from the street.
 32. I note from pre-app discussions and the typologies provided that the duplexes will all be two storey in height from ground level. The exception will be units O and S as their rear will be three storey due to land level changes. Perspectives of how this will be viewed from surrounding spaces will need to be provided for review of effects. Given orientation it appears likely this will be mostly hidden from adjacent neighbours and from the main spine access road. However if views are prominent from the northern houses close to boundary, then consideration of how to mitigate the effect of three storey height within the single house zone.

Other matters:

- Need to provide consideration of how sunlight issues will be addressed for blocks I-L (trees) and U and V (south facing).
- The interface with units F and the car park needs to be clearly explained and designs so that it remains positive.
- Retention of existing trees where possible would help provide instant landscape character. Clarity on the retention and removal of the existing tree belts surrounding the site is critical as they serve an important function of screening the development. A balance needs to be struck between screening and allowing sunlight in to prevent undue shading.

-
- I note that the vehicle access from Melia Place is to be gated for residents only but that pedestrian access will be kept open for public. This is considered acceptable on balance to prevent vehicle rat running but allow pedestrian permeability.
 - Retaining walls could be very tall and prominent, therefore consider design mitigations to soften/reduce these.

Suggested further info to support any consent

- Provide sections through site from the main road.
- Provide perspectives towards development from the main roads.
- Detailed design of dwellings in colour with proposal materials. A variety in the material and colour palette.
- Views from the properties with open aspects/proximity. Views from wider locations – possible LVIA TBC
- Internal street and lane cross section designs.
- Detailed design of street and lane interfaces.
- Detailed Landscaping plans with fencing and lighting.

Should you wish to discuss anything further regarding the above, please do not hesitate to contact me.

Yours sincerely,

Andrew Henderson
Principal Urban Designer
UDU
Auckland Council