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**MINUTES OF THE POLICY AND SERVICES COMMITTEE MEETING OF THE STRATFORD DISTRICT COUNCIL HELD IN THE COUNCIL CHAMBERS, STRATFORD DISTRICT COUNCIL, MIRANDA STREET, STRATFORD ON TUESDAY 23 FEBRUARY 2020 AT 2.02PM TO HEAR AND CONSIDER SUBMISSIONS TO THE CONTROL OF ADVERTISING SIGNS BYLAW**

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**PRESENT**

The District Mayor N C Volzke (the Chairman), the Deputy Mayor A L Jamieson, Councillors M McKay, V R Jones, R W Coplestone, G W Boyde, W J Sandford, A K Harris, J M S Erwood, P S Dalziel and G M Webby.

**IN ATTENDANCE**

The Chief Executive – Mr S Hanne, the Director – Community Services – Ms K Whareaitu, the Director – Environmental Services – Mr B Sutherland, the Director – Corporate Services – Mrs T Radich, the Director – Assets – Mrs V Araba, the Executive Administration Officer – Mrs E Bishop, the Communications Manager – Ms G Gibson, the Environmental Health Manager – Ms R Otter the Environmental Compliance Officer - Mr K Best (*via audio/visual link*), the Community Development Manager – Mr C Julie (*part meeting*), two members of the media (Daily News & Stratford Press) and one member of the public.

1. **WELCOME**

The District Mayor welcomed Councillors, staff, and the media. He reminded Councillors to ensure they are familiar with the health and safety message including evacuation procedures which he read.

2. **APOLOGIES**

An apology for lateness was noted from the Deputy Mayor A L Jamieson.

**RECOMMENDATION**

THAT the apology was noted.

ERWOOD/HARRIS  
Carried  
P&S/21/12

3. **ANNOUNCEMENTS**

The Chief Executive noted that a written request had been received from the Stratford Business Association to withdraw Submission 2. There would be no further discussion on this submission. An apology was also received from Matthew McDonald (submission 3) who was unable to speak today.

The Chief Executive requested permission from the committee that the District Mayor would assume the position of Chairman at this meeting in the absence of the Deputy Mayor. The Deputy Mayor would sit as a committee member upon arrival.

**RECOMMENDATION**

THAT the District Mayor will assume the position of Chairman for the duration of this Policy & Services Committee Meeting, the Deputy Mayor will sit as a member of the committee.

BOYDE/DALZIEL  
Carried  
P&S/21/13

4. **DECLARATIONS OF MEMBERS' INTEREST**

The District Mayor requested Councillors to declare any real or perceived conflicts of interest relating to items on this agenda.

There were no declarations of interest.

5. **ATTENDANCE SCHEDULE**

The Attendance Schedule for Policy and Services Committee meetings was attached.

6. **ACKNOWLEDGEMENT OF SUBMISSIONS**

Submissions pages 24-29

Attached were the three (3) submissions received.

**RECOMMENDATIONS**

1. THAT each of the three (3) submissions to the Control of Advertising Signs Bylaw be received.
2. THAT each submitter be individually thanked for their submission, and a copy of the minutes of this Policy & Services Committee Meeting and subsequent meetings be provided to each submitter.

BOYDE/McKAY  
Carried  
P&S/21/14

**Recommended Reason**

Each submission is formally received and the submitter provided with information on decisions made.

7. **SUBMITTERS TO BE HEARD**

(No report)

There were no speakers.

## **8. DECISION REPORT - ADOPTION CONTROL OF ADVERTISING SIGNS BYLAW**

D20/3602

Pages 6-29

### Discussion

Council needs to consider submissions to the Draft Control of Advertising Signs Bylaw as part of the consultation process.

### **RECOMMENDATIONS**

1. THAT the report be received.

JONES/SANDFORD  
Carried  
P&S/21/15

2. THAT The Committee considers submissions received as part of the public consultation process of the bylaw and the subsequent adoption of the *draft* Control of Advertising Signs Bylaw 2020 (attached).

3. THAT the commencement date of the *draft* Control of Advertising Signs Bylaw 2020 be Friday 12 March 2021.

SANDFORD/BOYDE  
Carried  
P&S/21/16

### **Recommended Reason**

The *draft* Control of Advertising Signs Bylaw 2020 has gone through the public consultation process, required by Sections 82 and 83 of the Local Government Act 2002. Four submissions were received during the public consultation period – one was withdrawn.

The Environmental Health Manager stated that by close of the consultation period four submissions were received with one now having been withdrawn. Further research has been undertaken and there are suggested changes to be made in line with the submissions. She noted that the Environmental Compliance Officer had joined the meeting via audio/visual link to assist with questions from the Committee.

Points noted in discussion:

### Submission 1 – Danny Bates, McDonald Real Estate Ltd

- Concerns raised regarding clauses 9.2 and 9.1(a) – use of reflective signs, had been clarified by the Officers that there was no change to the existing use of reflective signs. The signs referred to in the submission would remain approved but it was noted illuminated signage must not cause any hazard to motorists.
- Officers have suggested an amendment to clause 10.7(c) regarding the time a sold sign may stay up after sale. This would be amended to clarify sold sign would be required to be removed *2 working days after settlement*. The amendment was approved. It was clarified that monitoring of this is complaints based as well as monitoring when on field work. Settlement date would be added to the definition list.

*The Community Development Manager and the Deputy Mayor joined the meeting at 2.14pm.*

- It was agreed to amend 10.7(a) to *Direction signage may be used for open homes if the sign complies with other clauses of this bylaw and will not impede the safety of pedestrian or road traffic and can only be displayed during the day of the open home.*

Submission 3 – Matthew McDonald, Matthew & Co Real Estate

- It was clarified that the authorised officer could remove a sign immediately if was a safety concern. Should the sign not comply with the bylaw but not raise any safety concerns then a letter will be sent to the applicant. The authorised officer has the discretion to determine if a sign is causing a safety issue.
- Clause 9.4 – it was clarified signage 3 metres above the ground would require a consent, for example signage above the verandas on Broadway would require a consent but signage below would be under the specified height restriction.
- Clause 10.2(a) – following consultation with Waka Kotahi NZ Transport Agency it was clarified there was no requirement for a 50m or 100m distance rule for location of advertising signage. This clause would be deleted.
- The comments regarding the timing of the consultation were noted and would be taken on board for any further public engagement.

Submission 4 – Waka Kotahi – NZ Transport Agency

- Noted the significance in their support given the safety aspects of this bylaw.

*The meeting closed at 2.34pm.*

N C Volzke  
**CHAIRMAN**

Confirmed this 23<sup>rd</sup> day of February 2021.

N C Volzke  
**DISTRICT MAYOR**