

Scoping Plan

Outline of how the Proposed Plan might best be amended to better reflect the special character of the urban areas of Raglan

Action Required	Reason for Action
Decide the area subject to the Raglan Special Character Area (“RSCA”), including whether or not this includes the Rangitahi Peninsula.	The RSCA will need to be spatially defined within the Planning Maps – this work as agreed by all parties are limited to the urban area which includes land within the Residential, Business and Business Town Centre Zone.
Discussion about the elements that make up the character of Raglan.	Determine the agreed elements of Raglan character: (does everyone agree with the Isthmus analysis?).
Determine which elements of character can be managed under the District Plan.	Only those elements that can managed under the District Plan can be dealt with as part of this process Determine how the district plan can manage land use to influence those selected elements?
Decide on structure of provisions.	Need to provide a structure that appropriately accommodates these provisions.
Decide whether this section should provide an Introduction to Raglan, detailing its special characteristics and reasons for wanting to protect its character. Also detail anticipated growth within the township so Plan users are aware of any growth pressures.	To provide context about Raglans existing character and advise of potential growth in this area – sets the scene.
Decide on the objective(s) of the provisions.	Need to state what the provisions want to achieve.
Decide on what policies are needed to support the objective.	Need to state the policies to implement the objectives.
Decide whether the Business and Business Town Centre Zone provisions relevant to Raglan should be moved into this section or retained under Section 4.5 as per the notified version.	Need to determine most appropriate place for these provisions given the RSCA includes land within the Business and Business Town Centre Zones – this decision could impact on wording of other notified provisions.
Decide on appropriate location and wording of Policy 4.5.14 relating to the Raglan Town Centre.	
Decide whether the Raglan Town Centre Character Statement should be removed and the outcomes incorporated into policies (as recommended in the s42A report).	
Decide whether rules need to be added to implement the policies.	Need to state the rules (if any) to implement the policies.

Key Milestone Dates

Action	Who	Date & Time	Form of Engagement
Provide draft scoping report to Submitters	Council	17 July 2020 no later than 5pm (as directed by the Panel)	Written Memorandum
Provide feedback on draft scoping report to Council	Submitters	31 July 2020 no later than 5pm (as directed by the Panel)	Written response
Consider feedback from the Submitters and produce a final scoping report	Council	7 August no later than 5pm (as directed by the Panel)	Written Memorandum
Provide further Directions as required address any process related matters that are not agreed	Hearings Panel	(unknown)	Written Memorandum
Provide Memorandum to Submitters advising of meeting time, date & location & outlining purpose of meeting	Council	10 August 2020 no later than 5pm	Written Memorandum
Meet to decide: <ul style="list-style-type: none"> the land to be contained within the Special Character Area how to incorporate the provisions within the District Plan, whether an introduction is appropriate the objectives of the provisions 	Council & Submitters	13 August 2020 @ 10am to 1pm	Meeting (1) – either face to face in Raglan or via zoom (or both)
Provide report to submitters regarding what was agreed and what still needs to be resolved at the meeting on 18 August 2020 Provide memo outlining purpose of next meeting, date, time & location	Council	27 August 2020 no later than 5pm	Written response to Submitters Written Memorandum
Provide any feedback on written response provided on 27 August 2020 or confirm agreement with Council written response	Submitters	31 August 2020 no later than 5pm	Written response to Council
Meet to discuss written response from Council provided on 27 August 2020 Decide on policies and rules	Council & Submitters	3 September 2020 @ 10am to 1pm	Meeting (2) – either face to face in Raglan or via zoom (or both)
Provide report to submitters regarding what was agreed and what still needs to be resolved at the meeting on 27 August 2020	Council	17 September 2020 no later than 5pm	Written response to Submitters
Provide any feedback regarding written response provided on 27 August 2020 or confirm agreement with Council written response	Submitters	21 September 2020 no later than 5pm	Written response to Council
Provide Final Report to the Hearings Panel	Council	25 September 2020 no later than 5pm (as directed by the Panel)	Written response to Panel

Process of Engagement

Council will engage with the five submitters on the dates highlighted in the 'Key Milestone Dates' table.

Council will meet with submitters twice to work through the detail of amending the relevant provisions of the Plan. The purpose of the meetings is to achieve consensus on planning provisions. The outcomes of the meetings will be noted and reported back to the Hearings Panel.

Council will wait for feedback from submitters before deciding on the most appropriate location and form of engagement for the two meetings but are happy to accommodate a face to face meeting in Raglan or a Zoom meeting (or both) as preferred by submitters.

Submitters will be sent a Memorandum outlining the purpose of each meeting prior to the meeting.

Submitters will be sent a reminder of the meeting times 2-3 working days prior to the meeting. Council expect submitters to confirm attendance on or before the day the reminder is sent. If submitters are unable to attend the meeting Council will accept a written response which is to be provided no later than 5pm on the day of the meeting.

Ten working days following the meetings Council will provide a report back to submitters on outcomes of the meeting (including what was agreed and what is still unresolved). Submitters will be given the opportunity to provide feedback or confirm agreement with the report.

Matters for Discussion – Meeting 1

Agreed matters	Matters not agreed	Matters needing further discussion
SCA includes all residential zoned land (including small pockets out to Whale Bay), and land within the Business Zone and the Business Town Centre Zone	Allowing for higher density development within land already within 'urban' areas vs providing for growth in newly zoned land	Additional elements that make up the character of Raglan (as an extension of those elements identified in the Isthmus report)
Rangitahi not included in the SCA		Whether the SCA needs to be split into sub-areas to reflect differing character
Provisions related to activities within the Business & Business Town Centre Zoned land remain in section 4.5 – but make it clear in the planning maps that these areas make up part of the SCA and acknowledge there may need to be amendments to the provisions within section 4.5 as a result of further discussions		Which elements of character can be managed under the District Plan: <ul style="list-style-type: none">• Affordability (lot size and density per lot);• diversity (architectural designs controls);• bulk and location controls;• higher density areas;• protection of viewshafts
Provisions relating to Raglans special character be contained in a separate chapter		Wording of provisions to ensure elements of character are robustly protected – decide any amendments to provisions within section 4.5 (quantify the above)
Use Te Kauwhata Structure Plan Provisions in ODP as model for Raglan Special Character Area provisions		Do we include Greenslade Road residential zoned land in the SCA – can these areas already support potential growth

Include an introduction to the new chapter to provide context and set the scene		
Isthmus description of the elements of character are a good starting point		
Add objectives, policies and rules (if determined necessary)		
Remove character statement and replace with any agreed character considerations and information is included in other areas of the DP		