

Planner-led Pre-Application Meeting Record

Pre-application No. PRR00043253 – Devonport Fast Track Pre-App Minutes		
Site address	Site includes 5 – 15 Victoria Road, Devonport	
Proposal	Fast Track (FT): Proposal to refurbish approximately 14 heritage buildings and construct six new buildings. Expected FT Referral lodgement February 2026.	
Plans and information	Pre-app request dated 15/09 accompanied by application form and site location plan. Presentation Pack issued 29/09. Pre-App docs issued 04/11 and 11/10.	
Pre-App Meeting 2 (Engineering)		
Date, Time, Room	Wednesday 12 November 2025 – 11-12.30, in-person at 138 Albert Street Council offices, L28 R4	
Meeting participants – Customer / Agents	Nick Turley Graham Turley Vijay Lala Michelle Seymour Andrew Steele Jon Rix	Devonport Property Management Ltd / Peninsula Devonport Property Management Ltd / Peninsula Planning Agent – Tattico Commute Tonkin & Taylor Tonkin & Taylor
Council meeting participants	Carly Hinde Andy Calder Honwin Shen Lucy Radcliffe Nicholas Simpson Paul Schischka Hillary Johnston Mark Iszard Dhruva Suresh	Principal Project Lead - Auckland Council External Council Planner – Scott Wilkinson Traffic Engineer – Auckland Council Development Engineer – Auckland Council Elevate Planning – on behalf of AT PTM Consultants – on behalf of AT Healthy Waters Healthy Waters Healthy Waters – Devonport Catchment Manager
Minutes to also be circulated to	Samuel Holmes KC Lee Christian Santafe	Project Manager – Auckland Council Healthy Waters Development Engineer – Auckland Council
Summary of key considerations and issues		
1 - Introductions		
2 - Site / Proposal Overview The applicant team provided a summary of the site, their proposal to revitalise Devonport town centre and the discussions from the recent site visit. The site constraints and potential consent triggers were reviewed – noting the following key matters: flood plains, coastal inundation, geotech and potential groundwater diversion.		
3 – Stormwater, Flooding etc. The applicant team are of the view that a Stormwater Management Plan is unnecessary as the existing site is 100% impervious and NDC requirements will be complied with as a small brownfield site. The		

amount of redeveloped impervious area will total approx. 3,700m² - 4,500m² (still TBC) across total project area of 6,100m² and it will remain 100% impervious, though noting that landscape planters can be incorporated, basement parking is proposed (replacing existing at-grade parking) and rationalisation of existing waste storage areas will result. In respect of determining classification under the Region Wide NDC, there was discussion around whether classification should be based on the total site area, total new impervious area, or total redeveloped impervious area.

Healthy Waters post-meeting note:

- Classification is based on '*development of new and redevelopment of existing impervious area*'. The Applicant's Agents noted that all sites are already 100% impervious, therefore the classification will be based on the amount of *redeveloped* impervious area.
- If this is less than 5,000m², the development will be considered Brownfields Small, if greater than 5,000m², the development will be considered Brownfields Large.

Water quality: The existing accessways and communal rubbish bin areas will be put under-cover / underground, with the high contaminant generating uses to be reduced. Any drainage within the building footprints will be considered as wastewater and no groundwater draw-down is proposed.

It was agreed with Healthy Waters that there are no stream hydrology, SMAF requirements or water quality issues.

It was agreed with Healthy Waters that the new rooftop materials do not need to be treated (though copper roofs will not be accepted).

Pipe network: Initial capacity checks have been undertaken and indicate that the network is within capacity and key limiting factor was inundation impacts. It had not been confirmed how existing properties connected to SW connections were and how the proposal would reconfigure loading on particular parts of the network. This is to be investigated and confirmed and will inform how development intersects with any planned upgrades in network.

Healthy Waters post-meeting note: Detention and retention for hydrology mitigation purposes is not required given there is no stream receiving environment downstream. Detention could be required if/where it is proposed to divert or change runoff between piped network catchments, especially if the downstream network is at capacity.

There are long-term plans (timings TBC) for the old 500mm pipes along Victoria Road which Healthy Waters confirmed is at capacity – either realignment or installation of a new pipe on the opposite side of the Road and connecting to the existing manhole and installing water quality treatment (cost-sharing could be used to enable either option). It was agreed that Andrew would review options with the applicant team.

Flood displacement – The existing discharge points are proposed to be maintained and a betterment is sought. There were discussions whether a flooding model was needed and the flood prone volume is 3,250m³, with Healthy Waters needing to understand where it over-tops and where the spill point is. Healthy Waters confirmed that they need to understand adverse effects on neighbours and downstream

and how flood prone area affects car park area, and egress on parking and people. AT confirmed that they would be interested in understanding any enduring flooding effects on the safe operation of the surrounding road network. However, no internal stormwater specialist had been engaged at this point in time to provide detailed comment(s) on the application.

Healthy Waters post-meeting note:

- HW met with the Applicant's Stormwater Engineers immediately after the pre-application meeting to discuss appropriate methodologies for assessing flood hazard effects.
- It was agreed that a model would not need to be provided if the Applicant's Agents could provide a sufficient quantitative assessment/hydrological analysis of effects on the flood prone area, including what this means for any changes in frequency of overtopping of the spill point.

OLFP: It was agreed that further details about the OLFP need to be provided by the applicant team, including its size and how does it interact with the flood plain.

It was agreed that the applicant team need to review PC120 as a Hazard Risk Assessment would be needed for the site. It was agreed that details of the flood / inundation event evacuation measures will be provided at the Substantive stage.

Coastal inundation: Coastal Inundation Report and FFLs (3.7 and 3.9) to be reviewed by Lucy, and feedback provided.

Lucy post-meeting note:

- The MfE Coastal Hazards and Climate Change Guidance (2024) need to use planning category B for redevelopment within existing residential sites, which will necessitate a SSP5-8.5 high-emission pathway (p. 83) + VLM. The report from Tonkin&Taylor uses p50, which is slightly less conservative than MfE's interim precautionary approach. It is recommended to adjust the design (based on the proposal for each site) to SSP5-8.5 p83 + VLM + wave setup + freeboard for 2130 as the basis for the finished floor levels. This will ensure resilience to high-end uncertainty.
- SeaRise shows for station 1124 that SSP5-8.5 p83 + VLM in 2130 is projected to be 1.93m.
- The report acknowledges but does not quantify combined coastal + rainfall flooding. MfE suggests considering compound events in the detailed design.

4 – Infrastructure and Servicing

Water supply: There is sufficient (aged) infrastructure around the site and it has good hydrant coverage. The fire flow will need to be buffered and tank systems, FW2 at worst case scenario. Water demand – modest demands expected (100% increase).

DE Post-meeting note:

The fire water classification should be as specified in SNZ PAS 4509. This classification can vary depending on the type of building and the results of the hydrant test. This will be confirmed by a fire engineer at a detailed stage, depending on the fire protection strategy.

Waste supply: Applicant seeking to reuse existing connections, moderate size and all seem to have capacity.

The applicant team are due to issue the servicing numbers to Watercare (Ameya) next week – Carly and Andy to be kept updated re these discussions.

5 - Transport

An overview of the key transport details was provided. AT reps confirmed that the material had yet to be socialised with other key internal AT specialists. However, subsequent processes will involve engagement with these other internal specialists. AT are available to address any further queries or issues that the applicant may have, prior to applicant submitting the Referral application. It was agreed that the site is well served by public transport – ferry, buses etc.

Basement: The basement layout details (including residential cycle storage) and access widths are not yet fixed.

SIDRA modelling and hotel trip generation still to be done - no allocated parking for customers proposed, Visitor cycle spaces to be confirmed,

Proposal seeks to remove vehicle crossing on Victoria Road (and make it pedestrian access only) – Paul supportive of this, noting that a new access will be created to Clarence Street (which is subject to a retail frontage control). Dimensions, gradient (including 4m/6m egress platforms) and provision of visibility splays (5m x 2.5m to reflect RTS-06) still being reviewed. AT supports provision of splays at all vehicle crossings

Clarence Street access subject to Geotech (basalt / lava flows) constraints and this will inform whether parking is at basement or at grade. Clarence Street parking may accommodate 30 spaces, and no servicing from that access.

Options for one-way access are being reviewed. Speed humps and other mitigation options encouraged by Paul, though noting this will be subject to any management measures to prevent floodwaters from entering the basement. The use of glass walls within spaces adjoining access points raised and AT flagged that these need to be managed so intent of splay is not impacted (e.g.. cannot be used for displays or placement of furniture).

Wynyard Street access arrangements still TBC, but seeking to consolidate the current accessway and make pedestrian and vehicle crossings clearer. Visibility splays currently being reviewed by Commute. AT consider that 5m by 2.5m visibility splays should be provided here also. There are still relatively high numbers of pedestrians in Wynyard Street and these splays are needed to mitigate potential pedestrian safety effects.

Parking: no maximum or minimum requirements. Propose basement parking for residents / commercial – again TBC.

Loading bay: still to be confirmed, assuming private on-site spaces, as identified on ground level plan which is accessed from the proposed vehicle access on Wynyard Street. Applicant team would like on-street space on Wynyard Street, created through rationalising existing crossings within Applicant control i.e. reallocate a vehicle crossing into a loading space, as more efficient and would be supported by other businesses (it would not solely be used by this development). AT reps flagged it not likely to be supported by AT. AT (Paul & Nicholas to liaise with AT parking design team to obtain clearer guidance.

Tracking: No tracking has been undertaken – AT flagged that vehicle reverse parking onto the footpath would not be supported.

It was agreed that a Construction Traffic Management Plan (“CTMP”) would be provided at FT Substantive stage, but AT also recommended they review details upfront to ensure that any necessary principles of a CTMP are confirmed early on. The details that were discussed include, but are not limited to, an outline of the intended approach to staging the construction of the development; an outline of the extent of space required for exclusive use within the road reserve (i.e. location of plants / construction laydown areas), given the likelihood that the works would may require partial closure or reduction to a singular lane along Wynyard Street across the anticipated five-year construction period; and consideration to how existing access and servicing requirements along Wynyard Street are to be maintained throughout the course of construction. The applicant agreed that a draft CTMP will be prepared to review worst case scenarios, as contractor details still TBC.

Lake Road heavy vehicles: the applicant confirmed that the timings for these vehicles can be conditioned to avoid peak periods, noting AT’s concern regarding the capacity of the road.

Honwin flagged that a Traffic Impact Assessment would be needed and provided the following comments:

- Trip Generation rates:
 - NZ Trips and Parking related to Land use
High Density Residential= 0.3 trip per unit (Honwin indicated this appears reasonable)
Hotel= 1.2 trips per room
Retail, shopping centre CBD = 8.5 trips per 100m²
 - RTA 2013
High Density Residential = 0.53 trips per unit (Honwin indicated further justification is needed)
Retail, shopping centres= 12.3 trips per 100m²

Michelle to provide other hotel trip rates examples.

- SIDRA analysis - with/without development

Required intersections:

- Victoria Road/Clarence Street intersection
- Wynyard St/Clarence Street
- Wynyard St/Queens Parade intersection

Vehicle Access

- The vehicle crossing must have a minimum width of 5.5m and maximum width of 6m for two-way vehicle movements in compliance with the requirement of the Unitary Plan. One-way 3.5m.
- Visibility splay should be provided at both sides of the vehicle crossings, 5mx2.5m visibility splay should be provided.
- Provide long-section showing the gradients along the length of the vehicle access including 1 in 20 access platform
- Please provide ramp details, and vertical clearance details and gradients (private waste collection proposed)

Parking

- Show all parking space dimensions, manoeuvring dimensions, vertical clearance and associated gradients. Show structure columns in the carparks making sure the parking area and manoeuvring area are not affected by these structural elements
- Provide 85th percentile car tracking curves for end parking spaces and parking spaces with non-compliance manoeuvring dimensions. The tracking curves shall be carried out by a traffic engineer with suitable vehicle tracking software

Other traffic services requirements.

- Provide accessible parking for commercial/office and Residential activities and show these parking spaces on the plan, comply with PC79 requirements (noting PC79 will be operative by the time of any Referral and/or Substantive applications)
- Assess bicycle parking requirements and show location of bicycle parking spaces on the plans. Please note secure bicycle parking area should have shelters to protect from the weather. Any bicycle parking at the rear of a house should be protected from the weather, lockable and not be carried through the living room
- Assess onsite loading requirement, provide comments on rubbish collection and associated truck tracking curves
- Provide pedestrian paths/routes details
- Assess number of vehicle crossings along the road boundary and the separation distance
- Provide PC79 assessments (with same caveat as above).

It was agreed that Michelle would prepare a table to outline which details / plans will be provided at FT Referral and Substantive stage.

6 – Earthworks, Geotech etc.

Specialist memo is currently being drafted.

8 - Next Steps & Timescales

- Economic Memo being prepared and may be circulated to Council next week.

Actions arising from meeting

Pipe network: Andrew to review pipe capacity options with the applicant team	Andrew & co
Flood displacement: Further flooding analysis required off the applicant team	Jon & co
OLFP: Further details about the OLFP need to be provided by the applicant team, including its size and how does it interact with the flood plain	Jon & co

It was agreed that the applicant team need to review the above post-meeting comments from Healthy Waters and Lucy, also noting a Risk Assessment would be needed for the site under PC120.	Jon & co
Watercare: Keep Andy & Carly updated re. Watercare pre-app discussions	Vijay
Paul & Nicholas to provide comments on potential on-street Wynyard Street loading bay. [post-meeting note: comments provided 11/12/2025]	Paul & Nicholas
Michelle to review Honwin's comments, including providing hotel trip rate examples and prepare a table to outline which details / plans will be provided at FT Referral and Substantive stage.	Michelle
Andy / Carly to liaise with Vijay / Nick / Graham to discuss and agree FT Referral submission documents and specialist engagement going forward.	Andy & Carly