

Statement of Proposal - Development Contributions Policy

Kāpiti Coast District Council

Appendix 1

Council is consulting on a fully revised Development Contributions (DC) policy, at the same time as it consults on its Long Term Plan. The full policy and maps are at www.kapiticoast.govt.nz/long-term-plan.

The policy gives Council a method for assessing and collecting contributions to fund infrastructure that is required as a result of growth. The major difference between the proposed new policy and the current policy, is mainly due to changes to the Local Government Act in 2014—

- Council makes much greater use of “funding service areas” (catchments) for allocating costs to different parts of the District.
- The DCs in each funding service area have changed, some quite substantially.

Council plans to invest \$31 million over the next 30 years, as capital expenditure for growth.

Development contributions may be collected to fund—

- the total cost of capital expenditure for community infrastructure that Council expects to incur as a result of growth; and
- capital expenditure that Council has already incurred in anticipation of growth.

The purpose of the policy is to enable Council to recover from those persons undertaking development a fair, equitable and proportionate portion of the total cost of capital expenditure to service growth over the long term.

New funding service areas

Some parts of the District are expected to have higher growth than other part. Expenditure on infrastructure because of that growth will be greater in some parts of the District than others.

Council will use more service funding service areas to define where DCs may be required.

Maps of the funding service areas and the full policy are at www.kapiticoast.govt.nz/long-term-plan.

	Ōtaki	Peka Peka	Waikanae	Otaihanga, Paraparaumu, Raumati	Pāekakariki	Everywhere else
Roading	\$1,635	\$1,635	\$1,635	\$1,635	\$1,635	\$1,635
Water	\$31	\$4,935	\$5,720	\$4,999	\$0	n/a
Wastewater	\$40	n/a	\$1,456	\$258	n/a	n/a
Stormwater	\$87	\$508	\$508	\$607	\$35	\$35
Community infrastructure	\$1,459	\$1,459	\$1,459	\$1,459	\$1,459	\$1,459
Total	\$3,252	\$8,537	\$10,778	\$8,958	\$3,129	\$3,129
<i>2012 policy</i>	\$10,336	\$ 8,083	\$10,336	\$10,336	\$9,620	\$5,546
<i>Difference</i>	<i>-\$7,084</i>	<i>\$454</i>	<i>\$442</i>	<i>-\$1,378</i>	<i>-\$6,941</i>	<i>-\$2,417</i>

Understanding the table

¹ If a service is provided for the whole District then the DC is the same everywhere.

~ If a service is provided, but Council doesn't plan additional capacity for growth, then the DC is nil.

* If a service is not provided in the area (e.g., wastewater), then DCs do not apply.

Comment on the policy

This policy is not part of Council's Long term Plan, but we're only using one consultation process, to make things simpler for everyone, and cost-effective for Council.

Development Contributions Policy - Proposed

<i>Version</i>	<i>Purpose</i>	<i>Adopted</i>	<i>Approved by</i>
2	Final	xx June 2015	
1	Consultation (with LTP)	12 March 2015	

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Guidance on this policy

This guidance is for advice and is not part of the policy itself.

The Development Contributions policy is a funding policy for planned capital expenditure on community facilities within the District. The policy gives Council a method for assessing and collecting contributions to fund infrastructure that is required as a result of growth. The policy—

- summarises and explains the capital cost identified in the 2015-35 LTP that Council expects to incur to meet the increased demand for network infrastructure (roads, water, wastewater and stormwater collection and management) and community infrastructure resulting from growth; and
- states the proportion of the total cost of capital expenditure that will be funded by development contributions; and
- explains the rationale for using development contributions as the funding mechanism (as distinct from other mechanisms such as financial contributions, rates, or borrowings);and
- specifies the level of contribution payable in different parts of the District; and
- specifies when a development contribution will be required; and
- prescribes conditions and criteria for applications for remission, postponement and refund of development contributions.

The policy has been developed as required by the Local Government Act 2002 (LGA). Where possible, Council has used plain English in this policy. However, there are parts of this policy where the specific phrasing in the legislation is critical to the meaning, and in those places Council has used the language from the Act. All references to sections and clauses of legislation in this policy refer to the Local Government Act 2002 and its amendments, unless otherwise specified.

Calculations and assessments – what’s the difference?

This policy talks about two different kinds of sums – calculations and assessments - and it can be confusing to sort them out.

In this policy, **calculations** are Council’s financial mathematics to work out how much the DC will be for each unit of demand, in each funding service area. Calculations are *part of* the policy.

Council makes **assessments** when someone applies for a resource consent or a building consent, a certificate of acceptance, or a new water or wastewater service connection. An assessment works out how many “units of demand” apply to a specific development, at a specific time, and therefore, how much should be paid in development contributions. Assessments are used to *apply* the policy.

Development Contributions policy 2015

Commencement and review

1. This policy takes effect from 1 July 2015.
2. The policy will be reviewed at least once every three years, and it may be amended at other times.
3. The latest version of the policy is on Council's website.

Policy under the Local Government Act 2002

4. This policy is made under section 102 of the Local Government Act 2002. All references to legislation are to that Act unless otherwise specified.

Definitions

5. In this policy the following definitions apply—

allotment has the meaning given to it in section 218(2) of the Resource Management Act 1991, and 'lot' has the same meaning.

community facilities means reserves, network infrastructure, or community infrastructure for which development contributions may be required

community infrastructure means the following assets when owned, operated, or controlled by a territorial authority—

- community centres or halls for the use of a local community or neighbourhood, and the land on which they are or will be situated—
- play equipment that is located on a neighbourhood reserve—
- toilets for use by the public.

development means—

- any subdivision, building (as defined in section 8 of the Building Act 2004), land use, or work that generates a demand for reserves, network infrastructure, or community infrastructure, but
- does not include the pipes or lines of a network utility operator (as defined in section 166 of the Resource Management Act 1991).

development contribution means a contribution that is provided for in this policy which has been calculated in accordance with the methodology.

Household Unit Equivalent (HUE) is a ratio for assessing units of demand for which development contributions are required.

Gross floor area (GFA) is the sum of all floors of all buildings on a site, measured from the face of exterior walls, or from the centre lines of walls separating two buildings. In particular, gross floor area includes—

- lobbies at each floor
- floor space in interior balconies and mezzanines
- all other floor space not specifically excluded.

The gross floor area of a building does not include—

- elevator shafts and stairwells
- uncovered stairways
- floor space in terraces(open or roofed), external balconies, breezeways, porches
- areas used for vehicle parking and vehicle circulation, lift towers and machinery rooms
- switchboard areas / plant rooms.

household unit means a home or residence that is a self-contained unit includes kitchen and bathroom facilities of any nature and is physically separated, or capable of being separated, from any other household unit

network infrastructure means the provision of roads and other transport, water, wastewater, and stormwater collection and management

non-residential development means any development that falls outside the definition of residential development in this policy

one-bedroom household unit means a household unit (including a studio apartment) that has not more than two rooms excluding a kitchen, laundry, bathroom, toilet or any room used solely as an entranceway, passageway or garage..

residential development means the development of premises for any domestic or related purpose for use by persons living in the premises on a full or part-time basis, living alone or in family and /or non-family groups (whether any person is subject to care, supervision or not), and residential activity has the same meaning. For the avoidance of doubt, residential development does not include—

- work from home, hotels, motels, camping grounds, motor camps or other premises where residential accommodation for five or more travellers is offered at a daily tariff; or
- rest homes, hostel accommodation or similar premises that provide shared or communal facilities.

residential activity and **residential use**, have the same meaning given in residential development.

service connection means a physical connection to a service provided by, or on behalf of, Council.

Outline of development contributions

6. A development contribution is a contribution towards the total cost of capital expenditure for community facilities that is required as a consequence of growth in the District or part of the District.
7. Development contributions may be collected to fund—
 - the total cost of capital expenditure for community infrastructure that Council expects to incur as a result of growth; and
 - capital expenditure that Council has already incurred in anticipation of growth.
8. Development contributions will not be required to fund any of—
 - operations and maintenance costs
 - any part of a capital expenditure projects that is funded from another source
 - costs that Council incurs to fund asset renewals
 - costs that Council incurs to increase levels of service that are below the stated service standard.

Purpose of the policy

9. The purpose of the policy is to enable Council to recover from those persons undertaking development a fair, equitable and proportionate portion of the total cost of capital expenditure to service growth over the long term.

Funding principle

10. Council has decided that 100% of the cost of capital expenditure that is needed to meet growth needs is to be funded by developments.

Principles of development contributions

11. The following principles are from section 197AB, and have been taken into account when preparing this policy—
 - Development contributions will only be required if the effects or cumulative effects of developments will create or have created a requirement for Council to provide or to have provided new or additional assets or assets of increased capacity.

- Development contributions are determined in a manner that is generally consistent with the capacity life of the assets for which they are intended to be used, and in a way that avoids over-recovery of costs allocated to development contribution funding.
- Cost allocations used to establish development contributions should be determined according to, and be proportional to, the persons who will benefit from the assets to be provided (including the community as a whole) as well as those who create the need for those assets.
- Development contributions will only be used—
 - for or towards the purpose of the activity or the group of activities that the contributions were required for; and
 - for the benefit of the district or funding service area that the development contributions were required for.
- Council will make sufficient information available to demonstrate what development contributions are being used for and why they are being used.
- Development contributions should be predictable and be consistent with the methodology and schedules of this policy.
- When calculating and requiring development contributions, Council may group together certain developments by geographic area or categories of land use, provided that—
 - the grouping is done in a manner that balances practical and administrative efficiencies with considerations of fairness and equity; and
 - grouping by geographic area avoids grouping across an entire district wherever practical.

Relationship with financial contributions in the District Plan

12. Development contributions under the Local Government Act are different from financial contributions under the Resource Management Act.
13. Council considers that financial contributions are the best way to avoid, remedy, or mitigate the adverse effects of development activities on the environment long term for reserves and open spaces. The policy on financial contributions is in the Kāpiti Coast District Plan which is available at www.kapiticoast.govt.nz.
14. A financial contribution may not be required for the same purpose as a development contribution. Council will not require a development contribution if it has imposed a financial contribution condition on a resource consent in relation to—
 - the same development
 - for the same purpose and
 - at the same level and intensity of development.
15. Nothing in this policy diminishes any requirement in the District Plan to carry out works associated with avoiding, remedying or mitigating the effects of a development.
16. Council's complete policy on financial contributions may be viewed at Council's main office and on Council's website www.kapiticoast.govt.nz.

Basis for requiring development contributions

17. Development contributions may be required for one or more developments if—
 - the effect of the developments is to require new assets, or additional assets of increased capacity, and
 - as a consequence Council incurs capital expenditure to provide appropriately for—
 - Roading and transport
 - Water supply
 - Wastewater services
 - Stormwater collection and management
 - Community infrastructure.

18. Council may require a development contribution from any development towards—
- capital expenditure expected to be incurred as a result of growth; or
 - capital expenditure already incurred in anticipation of growth.

When a development contribution may be required

19. Council may require a development contribution under section 198 of the Local Government Act 2002 when—
- Resource consent is granted under the Resource Management Act 1991 for a development within the district; or
 - Building consent is granted under the Building Act 2004 for building work situated in the district (including the grant of a certificate of acceptance); or
 - Council authorises a service connection.

When a development contribution is not required

20. Council will not require development contributions in the following circumstances—
- Council has imposed a condition on a resource consent in relation to the same development for the same purpose under section 108(2)(a) of the Resource Management Act 1991; or
 - The developer will fund or otherwise provide for the same local network infrastructure in agreement with Council. All other applicable development contributions will still apply; or

Exemptions

21. The following developments are exempt from development contributions—
- accessory buildings as set out in the Kāpiti Coast District Plan
 - surplus farm buildings as set out in the Kāpiti Coast District Plan
 - any subdivision where no additional units of demand are created (examples may include but are not limited to upgrading of cross-leases, conversion to freehold title, and unit title subdivision)
 - any other development where no additional units of demand are created
 - new buildings within school grounds
 - Council's own developments.
22. Any development by a Council organisation, a Council-controlled organisation or a Council controlled trading organisations is not exempt from development contributions.

What development contributions may be used for

23. Council may use only development contributions for or towards—
- capital expenditure on the infrastructure activity for which they have been collected, and.
 - In the funding service area they have been charged for under this policy.
24. Where a development contribution has been collected for a project that is now changed, the development contribution may be applied to assets for the same general function and purpose within the same development contribution funding service area.
25. Where Council receives a development contribution for capital expenditure that has already been incurred by Council, Council will have met its obligations under the LGA that relate to the use of the development contribution, unless a refund is due.

Third party funding excluded from calculations

26. Where Council anticipates or receives funding from a third party for any part of the growth component of capital expenditure for infrastructure covered under this policy, then that funding is excluded from the costs to be recovered by development contributions.

Funding considerations

27. Council has a significant role in providing infrastructure where it cannot be provided effectively, efficiently and equitably by individuals, or the community, or the private sector, or central government. This role includes Council's obligations to the District, including—
 - vision and guidance
 - prudent stewardship
 - sustainable development
 - growth management
 - regulatory functions, to ensure development outcomes meet safety and quality standards.
28. Council plans to provide infrastructure in a timely and affordable manner so that—
 - growth on the Kāpiti Coast is predominantly within existing urban areas, with intensification around town centres and public transport centres;
 - the capital expenditure for growth will be affordable for Council, the community and those undertaking developments.
29. In delivering infrastructure for growth, Council will incur significant costs, often before the growth actually occurs. Development contributions enable Council to provide the very infrastructure that developments depend on.
30. Council has decided that development contributions are the best way to fund a fair, equitable, and proportionate portion of the total cost of capital expenditure necessary to service the effects or cumulative effects of growth over the long term for the following activities—
 - network infrastructure
 - community infrastructure.
31. Council has decided that financial contributions are the best way to avoid, remedy, or mitigate the adverse effects of development activities on the environment long term for the following activities—
 - Reserves and open spaces.

Community outcomes

32. Council has a statutory role in promoting the achievement of its community outcomes. Council's outcomes for the community are—
 - Thriving economy, vibrant culture, diverse community
 - Resilient community
 - Wise management of public funds
 - Democracy through community participation
 - Strong partnerships.
33. These outcomes are described in more detail in Council's Long Term Plan 2015-35.
34. Development contributions under this policy are consistent with Council's community outcomes. Council considers that requiring an appropriate level of development contributions from development, applied alongside other funding tools, is the best overall solution to achieving community outcomes while balancing the costs and benefits in terms of funding between the community, Council, and those undertaking developments.

The role of ratepayers

35. Council generally provides public infrastructure for growth ahead of growth occurring and once built, this infrastructure will generally require annual operating costs that need to be funded as well.
36. While operating costs are funded through rates and user charges, many of these operating costs will still need to be met whether new ratepayers arrive or not. If new development does not materialise, this cost will fall to the existing ratepayers.
37. Growth projections and capital spending for growth have to be closely aligned and monitored in order to ensure infrastructure is provided only where and when it is required. Kāpiti Coast District Council's

growth modelling is conservative, to reduce the risk of Council providing infrastructure that is not required. The District Plan ensures that development does not take place in locations where infrastructure is insufficient to cope with increased demand. Council recognises the potential implications of under-recovery of growth spending on the ratepayer body as a whole and will monitor the rate of development in order to manage this risk.

38. The main issues for the ratepayer body as a whole are—
- for growth to generally pay for the costs of growth and
 - for the rating effect of growth infrastructure to be managed by Council.

Benefits of development

39. The benefits of development accrue primarily and largely to those who undertake development. In the first instance, developers benefit from the infrastructure that enables their developments to occur, and from the higher prices they get for serviced developments. The benefits of additional infrastructure capacity are then passed to the new owners of housing and commercial property who will use the additional capacity.

Need created by new developments

40. The growth community (those persons that will create or use developments in the future) creates the need for Council to invest in additional capacity, for the benefit of the growth community.

Benefits of separate funding

41. The benefits of funding additional infrastructure capacity resulting from development growth through development contributions include greater transparency and allocative efficiency. The use of funding service areas also aids transparency and allocative efficiency by signalling variations in the cost of providing infrastructure in different funding service areas. Allocating expenditure to very small funding service areas creates administrative complexity and costs, so funding service areas need to take account of administrative burdens. District-wide contributions are also appropriate when infrastructure operates as a network (e.g. roading and some stormwater).
42. Existing residents and businesses, however, gain no direct benefit from, and should not be required to fund through rates, the addition of capacity to existing networks that adequately meet their needs.
- Benefits of infrastructure provided by the current community - Existing residents and businesses benefit from the community infrastructure that has been provided for their needs, so they should meet the costs of maintaining or improving levels of service.
 - Equity considerations - Funding the cost of providing increased capacity in the district's infrastructure through development contributions rather than by debt that is serviced by rates promotes equity between existing residents and newcomers. If Council did not use separate funding for community infrastructure to meet the needs of the growth community, then the funding burden would largely fall on ratepayers. The impact on ratepayers would be unfair and in many cases, would be unaffordable.
43. It is appropriate that development contributions fund additional capacity in water supply, wastewater, stormwater, and roading. The benefits of this additional capacity accrue to new households and businesses generating demand for that capacity. Development contributions paid by developers are likely to be passed on through section and building prices to the residents of new households and businesses. Existing residents and businesses do not create the demand for the additional capacity and in the absence of growth, it would not have been provided. Therefore, they should not be required to fund through rates, the addition of capacity to networks that adequately meet their needs.

Funding service areas for development contributions

44. Some parts of the District have a greater range and standard of infrastructure services than other parts (e.g., water supply or wastewater system). Council has decided to use service funding service areas to define the areas in which development contributions may be required. This balances practical and administrative efficiencies with considerations of fairness, equity and the distribution of benefits among the various funding sources, including ratepayers and developers.
45. The funding service areas for development contributions depend on the type of infrastructure, the type of development and the impact of that development.

46. Each capital expenditure project will be assigned to only one funding service area. A development within any funding service area may be required to pay the development contribution applicable in that funding service area.
47. The funding service area for each activity is defined in the maps to the policy. Funding service area boundaries reflect current and planned future service provision areas, and they do not necessarily conform to Council's ward boundaries.
48. The funding service areas for development contributions are listed in Table 1.

Table 1 Funding service areas for development contributions

<i>Funding service areas</i>		<i>Funding service area name</i>
Roading and transport	District	Roading - district
Water supply	Ōtaki	Water – Ōtaki
	Pāekakariki	Water – Pāekakariki
Water treatment	Waikanae, Peka Peka, Paraparaumu, Raumati	Water treatment – Central
Water reticulation	Waikanae	Water reticulation - Waikanae
	Paraparaumu, Raumati	Water reticulation - Paraparaumu
Wastewater	Ōtaki	Wastewater – Ōtaki
Wastewater treatment	Waikanae, Paraparaumu, Raumati	Wastewater - Central
Wastewater reticulation	Waikanae	Wastewater reticulation – Waikanae
	Paraparaumu, Raumati	Wastewater reticulation – Paraparaumu
Stormwater collection and management	District	stormwater - district
	Ōtaki	Stormwater - Ōtaki
	Waikanae	Stormwater – Waikanae
	Paraparaumu, Raumati	Stormwater –Paraparaumu
	Pāekakariki	Stormwater –Pāekakariki
Community infrastructure	District	Community infrastructure - district

Transitional provisions

49. A limited set of network and community infrastructure projects, will continue to be funded on a district wide basis. This applies only to projects that meet all of the following criteria—
- The infrastructure was constructed on the basis of funding from district-wide development contributions
 - The infrastructure was constructed prior to the introduction of this policy
 - Council has not yet received the full level of development contributions to fund the growth proportion of the infrastructure.
50. Council's view is that growth communities in smaller funding service areas should not be obliged to be the sole funders of growth infrastructure that might not have been constructed to the same extent, capacity or scale, if the 2014 amendments to the Local Government Act had been in place at an earlier time.
51. The infrastructure to which these transitional provisions apply is listed in Table 8 in this policy.

Roading and transport

52. The funding service area for roading is the District.
53. The District's roading network comprises the major routes and local roads including related bridges, walls and embankments, footpaths, walkways and cycleways, parking facilities, and lighting. The network is characterised by interdependent components where development growth adversely impacts other areas of the network if new capacity is not constructed.

54. All communities in the District, regardless of where they live, use parts of the network for access to employment, education, to purchase goods and services, and for community activities.
55. Council recognises that growth will be unevenly distributed across the District. In areas where growth is expected, there will be additional demand for roading infrastructure. In areas where no growth is projected, it is unlikely that there will be any subdivision that creates additional demand. However, the administrative complexity of creating separate funding service areas for each area unit would outweigh the benefits.

Water supply

56. Council provides three urban water supply schemes (Waikanae/ Paraparaumu/ Raumati, Ōtaki, and Pāekakariki).
57. The Ōtaki and Pāekakariki schemes serve distinct communities and each one will be a separate water supply funding service area under this policy.
58. The water treatment plant located in Waikanae serves communities in Waikanae, Peka Peka, Paraparaumu and Raumati. The costs of meeting demand for additional capacity at the Waikanae treatment plant will be funded equitably by having a single funding service area for water treatment, limited to those properties that may be connected to the service now or in the future.
59. There are distinct reticulation schemes, serving the communities at—
 - Waikanae and Peka Peka, and
 - Paraparaumu and Raumati.
60. Demand for additional capacity in Waikanae is expected to be quite different from the increased demand from Paraparaumu and Raumati. The costs of meeting additional reticulation will be funded equitably by having two separate funding service areas, for—
 - Waikanae and Peka Peka
 - Paraparaumu and Raumati.
61. The Peka Peka water supply is a trickle feed which means connected properties must have 24-hours of onsite storage. For this reason, Peka Peka will be charged only 50% of the development contribution that is charged in the Waikanae water reticulation funding service area.

Wastewater

62. Council provides two wastewater schemes, one at Ōtaki, and one in Paraparaumu.
63. The Ōtaki scheme serves a distinct community and is a separate funding service area under this policy.
64. The Paraparaumu wastewater scheme has a single treatment plant located in Paraparaumu, and reticulation networks serving the communities at Waikanae, Paraparaumu and Raumati.
65. The costs of meeting demand for additional capacity at the Paraparaumu plant will be funded equitably by having a single funding service area for wastewater treatment, limited to those properties that may be connected to the service now or in the future.
66. Demand for additional capacity in Waikanae is expected to be quite different from the increased demand from Paraparaumu and Raumati. The costs of meeting additional reticulation will be funded equitably by having two separate funding service areas, for—
 - Waikanae
 - Paraparaumu and Raumati.

Stormwater collection and management

67. Council provides stormwater collection and management services for the benefit of the whole District, and specific funding service areas in particular. If stormwater flows are not contained and managed for public and environmental health and safety, then flooding damages property and prevents safe access to parts of the District.
68. Stormwater collection and management has two related processes—
 - Onsite collection and management for individual lots. While individual lots may have onsite collection, Council is responsible for design and management of stormwater flows when they

leave the site. Council may charge development contributions for infrastructure that provides this service.

- Collection and management of stormwater in public areas (roading network, reserves, etc). Council may charge development contributions for infrastructure that provides this service.

69. Flooding has occurred in the past in many parts of the District, and the stormwater network also needs additional capacity to meet future growth needs. The lack of sufficient pipe capacity and the resulting need to provide stormwater collection and management works across the District is seen as one of the most significant impacts of continued development.

Community infrastructure

70. The only community infrastructure projects in this policy are assets that were built prior to 2015, partly to meet anticipated growth demands. The development contribution component of those projects was funded on a district-wide basis, and Council has decided to “grandparent” this funding basis for those projects.

Capital expenditure in relation to growth

Capital costs already incurred in anticipation of growth

71. Development contributions will be required from development to meet the cost of infrastructure capacity that Council has already provided partly in anticipation of development, where legislation allows. See Table 3 for details.

Roading and transport

72. Development growth increases traffic volumes which adversely affect traffic flows, and safety on road surfaces. To maintain the current level of service for a growing population, additional works are required across the network. These works typically comprise many small projects right across the District over a 30 year period. Works will be timed to approximately match expected growth, to ensure cost effective use of Council’s resources and assets.
73. Development contributions will be required for the district-wide upgrades of roads, public transport facilities, cycleways, pedestrian walkways, and associated infrastructure to meet growth needs. The roading and transport projects funded by this policy are listed in the schedule to the policy.

Water supply

74. When new households and non-residential activities connect to the system, the water pressure service standards for other households in the network may be reduced. To meet growth needs, and maintain the level of service, Council must provide additional capacity for treatment and the reticulation network. The work may be programmed as a specific upgrade or it may be timed to coincide with the renewal programme.
75. Council plans to provide additional supply infrastructure for Paraparaumu, Waikanae and Raumati to meet growth needs and serve existing users. The Waikanae water treatment plant will also need expanded capacity.
76. Development contributions will be required for capital works to provide additional treatment, storage and reticulation capacity for specific funding service areas. The water supply growth projects funded by this policy are listed in the schedule to the policy.

Wastewater

77. When new households and non-residential activities want to connect to the system, Council must provide additional capacity for reticulation and treatment. The work may be programmed as a specific upgrade or it may be timed to coincide with the renewal programme.
78. Development contributions will be required for Council-funded capital works to provide reticulation and treatment for specific funding service areas. Most of the capital expenditure over the next 30 years will be upgrading infrastructure including pump stations, parallel pipes, augmentation of carriers and new balance tanks. A significant component of these upgrades is required to service additional growth. The wastewater projects funded by this policy are listed in the schedule to the policy.

Stormwater collection and management

79. Council plans to invest in substantial stormwater collection and management works over the next 30 years. Development contributions will be required where the purpose of those works is to meet demand for additional capacity in the network of pipes and streams that make up the stormwater system. The stormwater collection and management projects funded by this policy are listed in the schedule to the policy.

Community infrastructure

80. Council will continue to collect development contributions for capital expenditure on the following community assets, because they were constructed on the basis of district-wide development contributions as well as ratepayer funding.

Table 2 Community infrastructure assets that Council has already built

Project	Total cost	Growth share
Paraparaumu Library	1,848,000	33%
Ōtaki Library	275,000	25%
Coastlands Aquatic Centre	5,709,000	33%
Improved Civic Administration Building	1,513,000	20%

Future assets that development contributions will be required for

81. Table 3 shows, for each activity—
- the capital expenditure in Council's Long term Plan 2015-35 that Council expects to incur to meet the increased demand for network infrastructure and reserves resulting from growth
 - the total amount of development contribution funding sought for that activity
 - the proportion of the capital expenditure that will be funded by development contributions and other sources of funding.

Where Council anticipates funding from a third party (such as the New Zealand Transport Agency) for any part of the growth component of the capital expenditure budget, then this proportion is excluded from the costs used to calculate development contributions.

Table 3 Summary of costs of capital expenditure to be funded by DCs 2015-35

Infrastructure purpose	Capital expenditure (\$) already incurred to meet growth demand ¹	Capital expenditure (\$) expected to be incurred to meet growth demand	Total amount of funding (\$m) during the long-term plan period to be sought from—		
			DCs \$	Financial contributions	Other sources \$
Transport	1,322,578	9,834,068	5,660,281	0-	5,496,366
Water	13,049,903	11,130,526	24,180,428	0-	-
Wastewater	2,655,136	4,847,500	7,502,636	0-	-
Stormwater	865,208	5,410,148	6,275,356	0-	-
Community infrastructure	9,345,000	-	9,345,000	0-	0
Total	27,237,825	31,222,242	52,963,702	0-	5,496,366

Note that some of the growth works planned over the next 30 years will provide capacity beyond the 30 year planning horizon of this policy.

Units of demand – the Household Unit Equivalent (HUE)

82. The units of demand used in this policy are referred to as HUEs (Household Unit Equivalents). The HUE is a composite unit of measurement based on the demand for services created by a single household. The HUE incorporates roading, water and wastewater use.
83. Council has developed its scale of HUEs on a consistent and equitable basis, having considered—
- the need to separate residential and non-residential activities because of the different demands they place on Council's community facilities
 - the complexity of trying to make the policy account for every different development type
 - the availability of data to support differentiating units of demand rates for various types of developments
 - the administrative efficiency of having multiple units of demand.
84. In order to estimate the demand from developments for roading, water and wastewater, Council's growth model converts population to households using the District average of 2.4 people per household.
85. To estimate the growth component of stormwater infrastructure Council calculates the number of future lots that will benefit from increased stormwater capacity. This calculation is based on the total area of vacant residential land within each funding service area, divided by an "average" lot size. The "average" lot size for this calculation is higher than the actual average lot size, in order to take account of the impacts of contour and roading which reduce the number of lots that may actually be created on vacant land.

Table 4 Summary of HUE assessments

<i>Development type</i>	<i>Scale of development</i>	<i>HUE assessment</i>
Residential	Small dwelling unit	1 dwelling unit < 65m ² gfa = 0.7 HUE.
	Standard dwelling unit	1 dwelling unit = 1 HUE.
	Modify a 1 bedroom dwelling to increase the number of bedrooms.	The first additional bedroom = 0.5 HUE. Further bedrooms = 0 HUE.
Fee simple subdivision		Each allotment = 1 HUE.
Non-residential		500m ² of gross floor area (gfa) = 1 HUE.
Stormwater	Non-residential or multi-unit residential buildings	The greatest number of HUEs on any floor.

86. The HUE assessment in this policy for a small dwelling unit allows a larger dwelling than the District Plan rules for a family flat. This policy applies to all small dwelling units that are developed, regardless of who occupies them. The District Plan rules are more restrictive— a family flat may only be occupied by a family member, and may not be on a separate title.

Fee simple subdivision

87. Each allotment is equivalent to one HUE.

Standard dwellings

88. One standard dwelling unit is equivalent to one HUE.

Small dwellings (65m² or less)

89. Each dwelling that is 65m² gfa or smaller will be assessed at 0.7 HUE of the development contribution charges under this policy. This recognises that very small dwellings generate a lower demand for some types of infrastructure than larger dwellings.
90. If the owner of a small dwelling that was originally assessed at 0.7 HUE wants to add to the gross floor area of the dwelling to more than 65m², then it will be assessed for the additional 0.3 HUE. This additional development contribution is equitable because the development will now be a standard dwelling under this policy.

One bedroom dwellings

91. A one bedroom dwelling will be assessed on the basis of its size, to see whether it is a standard dwelling or a small dwelling. Previous versions of this policy provided a 50% discount for one bedroom dwellings. Where a property owner proposes to modify a one bedroom unit to create an additional bedroom, it will be assessed for the additional 50% of development contributions. This additional development contribution is equitable because the development would have been a standard dwelling under the operant policy.

Non-residential developments

92. Every 500m² of gross floor area (GFA) is assessed at one HUE. The estimation method is shown in the table below

Table 5 Non-residential units of demand estimation

<i>Explanation</i>	<i>Formula</i>
At 2.4 people per household, one resident = 42% of one HUE.	$2.4 / 1 = 42\%$
One employee working a 40-hour week generates about half the demand of a household resident for roading, water, wastewater and stormwater.	1 employee = 0.5 residents $42\% \times 0.5 = 21\%$
Allow an average of 100m ² per employee (because the District's employment profile is mostly in industries that are not office-based).	$21\% = 100\text{m}^2$
If one employee generates demand that is roughly equal to 21% of a HUE, then five employees generate one HUE.	$100\% / 21\% \approx 5$
Five employees @ 100m ²	$5 \times 100\text{m}^2 = 500\text{m}^2$

93. The District is part of a large commuting corridor that extends to the north and south of the District. Many people commute to work outside the District, while others commute from beyond the District to work inside it. The same is true for shopping and recreation activities, although the commuting patterns will be different. Because of the intensity of commuting patterns across the District and beyond its boundaries, it is not reasonable to assume that employees are also residents.

Stormwater for multi-storey buildings

94. The stormwater component of the contribution is only applicable to the greatest number of HUEs on any floor in non-residential or multi-unit residential developments. For example, a four storey residential development with one units on each floor would be assessed on the basis of one HUE for stormwater.

Design capacity (capacity life)

95. The design capacity of each project indicates the number of intended or expected additional units of demand that each project will provide for development. Identifying the design capacity of each project helps Council to ensure that it is not building additional infrastructure too far in advance of it being needed, and so that it can estimate when further additional capacity may be required. This information is also used to enable Council to allocate funding on an equitable basis. In general, a project with a 30 year design capacity should be funded over 30 years, assuming that growth occurs as projected.

Cost allocations

96. Council allocates costs for all capital expenditure projects in the long-term plan, plus those projects planned for 2035-45 including capital expenditure projects already delivered by Council in anticipation of growth. Average costs are generally applied to the allocation of capital expenditure between existing and new HUEs. In most cases, calculating the marginal or incremental costs is a complex exercise, and average costs reflect a fair allocation of capital infrastructure costs to newcomers.
97. For each capital expenditure project or programme of works, Council allocates costs according to the reasons for the expenditure—
- Renewals
 - To meet or increase the specified level of service
 - Growth.
98. In estimating the cost proportion of additional growth-related capacity included in renewals and upgrades Council has assumed that—

- Capacity increases are designed to reflect the overall level of growth in HUEs expected over the next 30 years
 - Average cost is a reasonable proxy for the incremental cost of additional capacity. The cost of additional capacity for development growth installed during renewal projects is limited to the appropriate proportion of materials costs as all other costs are deemed to relate to the renewal of the asset.
99. Growth for capacity planning purposes is estimated after consideration of projections of population, households and employment prepared by Statistics New Zealand based on census data.
100. The methodology uses an Excel based model which lists projects and programmes under each activity and funding service area. The full model is available from Council.

Summary of methodology for calculating development contributions

101. The methodology for calculating development contributions is summarised below—

Define funding service areas

- a. Define the funding service areas for development contributions for each infrastructure activity, based on the services provided in each area, and the expected growth profile.

Identify costs

- b. Allocate planned capital expenditure costs to renewals, level of service and growth, taking account of design capacity (see section 95 in this policy), of the works that will be provided for growth within each funding service area. Do not include operating and maintenance costs, subsidies, grants, third party funding (to the extent it can be assumed) and the costs of works that Council expects to recover from other sources.
- c. Add up the cost of capital expenditure to meet growth needs, by funding service area.
- i. Add up the cost of capital expenditure that is expected to be necessary to meet growth needs over the next thirty years.
 - ii. Add up the cost of capital expenditure that has already been provided to meet growth needs over the next thirty years.
- d. Convert growth projections to units of demand for each infrastructure type, for residential developments, and non-residential developments.
- e. Adjust the cost of capital to take account of borrowing and debt servicing to yield the total cost of capital expenditure.

Calculate contributions

- f. For each activity in each funding service area, divide the (total) cost of capital by the expected growth to calculate the development contribution per unit of demand.

Increases in development contributions

102. Council may increase a development contribution without reviewing the policy, or without consultation, provided that the increase does not exceed the result of multiplying together—
- the rate of increase (if any), in the Producers Price Index Outputs for Construction provided by Statistics New Zealand since the development contribution was last set or increased; and
 - the proportion of the total costs of capital expenditure to which the development contribution will be applied that does not relate to interest and other financing costs.
103. An increase under this provision will only take effect after Council has made the following information publically available—
- the amount of the newly adjusted development contribution; and
 - how the increase complies with these requirements.

Summary of development contributions

104. The development contributions that may be required for each unit of demand, in each funding service area are listed in Table 6 below.

Table 6 Summary of development contributions

<i>Purpose</i>	<i>Funding service area</i>	<i>Development contribution per unit of demand 1/07/2015-30/06/2016</i>
Roading	Roading - district	\$1,635
Water	Water treatment and reticulation – Ōtaki	\$31
	Water treatment and reticulation – Pāekakariki	\$0
	Water treatment – Central	\$4,149
	Water reticulation – Peka Peka	\$785
	Water reticulation – Waikanae	\$1,571
	Water reticulation - Paraparaumu	\$850
Wastewater	Wastewater treatment and reticulation– Ōtaki	\$40
	Wastewater Treatment - Central	\$258
	Wastewater reticulation – Waikanae	\$1,198
	Wastewater reticulation – Paraparaumu	\$0
Stormwater	Stormwater – district	\$35
	Stormwater – Ōtaki	\$52
	Stormwater – Waikanae, Peka Peka	\$473
	Stormwater –Paraparaumu	\$572
	Stormwater –Pāekakariki	\$0
Community Infrastructure	Community Infrastructure - district	\$1,459

Operational policy

The trigger for a development contribution

105. Council will assess the development contribution that is required when it first receives an application for-

- a building consent or a Certificate of Acceptance under the Building Act 2004, or
- a resource consent for subdivision or other land use consent under the Resource Management Act 1991, or
- a service connection or connection authorisation.

Assessment basis and timing

Initial threshold test

106. Council will assess any subdivision or other development that generates a demand for community facilities for a development contribution where the effect of the development, including its cumulative effect with another development, is to require new or additional assets, or assets of increased capacity.

Resource consent for subdivision, unit title and cross-lease

107. Council will assess the development contributions required in respect of a resource consent being granted under the Resource Management Act 1991 for the fee simple subdivision of land, including, unit title and cross lease developments when the subdivision consent application is received by Council.
108. Council will initially assess the subdivision at one HUE per lot on all sites. Council may make a further assessment when it receives any subsequent application for resource, building or service connection, where additional demand is generated.
109. Where a subdivision consent provides for its implementation in stages, Council has sole discretion for apportioning any development contribution to a relevant stage.

Resource consent for land use

110. Council will assess the development contributions required in respect of a resource consent for land use under the RMA when it receives the application.
111. Council will assess the development on the basis of HUE's in the development that are approved by Council. Where a consent is amended by any subsequent decision (including any appeals to the Environment Court) Council may reconsider the assessment.

Building consent

112. Council will assess a development requiring a building consent or a certificate of acceptance when it receives the applications. Non-residential buildings will be charged pro rata at a rate of 0.002 HUE per m², less any HUE credits remaining from previous stages of development on the site.
113. The stormwater component of the contribution is only applicable to the greatest number of HUEs on any floor in non-residential or multi-unit residential developments. For example, a four storey residential development with two 2-bedroom units on each floor would be assessed on the basis of two HUEs for stormwater.

Service connection

114. If a development only requires a service connection and development contributions have not been assessed for that development, then Council will assess the development when it receives the application for a service connection.

Changes to development

115. Any development contribution may be reassessed, at Council's sole discretion, following any change to a subdivision, land use or building consent or application for a certificate of acceptance or new service connection that results in increased demand.

Assessment of development contributions

116. Council will assess the development contribution that is required for any development using this process—
 - a. Decide whether the development generates demand for community facilities using the initial threshold test. If the development clears the threshold, Council will then assess it for a development contribution.
 - b. Work out the HUEs applicable to the development, and subtract any credits that may apply.
 - c. Identify the funding service areas the development is situated in for each activity.
 - d. For each activity—
 - i. Identify the development contribution per unit of demand
 - ii. Subtract any credits that may be due
 - iii. Multiply the development contribution per unit of demand by the number of assessed HUEs.
 - e. Subtract any applicable remissions.
 - f. Add up the development contributions for each activity.

- g. Add GST.

New connections

117. If Council receives a service connection application for an existing development that was not connected to a District water or wastewater scheme as at 1 July 2005, it will not assess the application for a development contribution, because the connection creates demand for additional capacity.

Building consent, certificate of acceptance or land use resource consent without subdivision

118. Council will assess contributions at the building consent, certificate of acceptance or land use resource consent stage where there are additional units of demand created in the absence of subdivision (for example, an additional house on a lot).

Residential subdivision

119. For residential development, Council will generally apply contributions at the subdivision consent stage, for the following reasons—
- practicality of implementation;
 - economies of scale in implementation costs;
 - fairness;
 - best available knowledge for projections and allocating budgets.
120. While development contributions will be assessed at the time of issue of the resource consent, the invoice will not typically be generated until application is made for the RMA section 224(c) certificate (for Council approval that all conditions of the subdivision consent have been met). This avoids Council charging consent holders for subdivisions that do not actually proceed.

Non-residential subdivision

121. For non-residential development, Council will require contributions at the subdivision consent stage (one per additional allotment created). It will assess whether further contributions are required at the building or land use resource consent stage). A credit may apply for any contributions that have been paid for the property at the subdivision stage. This staging is necessary because the demand created by non-residential development varies depending on the characteristics (such as size) of the building or other activity, and these characteristics are generally not known until the building or land use consent stage.
122. While development contributions will be assessed at the time of issue of the resource consent, the invoice will not typically be generated until application is made for the RMA section 224(c) certificate (for Council approval that all conditions of the subdivision consent have been met). This avoids Council charging consent holders for subdivisions that do not actually proceed.

Amended consents

123. Council may require additional development contributions for a total development if—
- an application for resource consent that was lodged prior to 1 July 2005 is amended, or
 - an application is made to amend a condition of resource consent where the application for that resource consent was lodged prior to 30 June 2005, and
 - the amendment results in an increase in the total assessed HUEs from that which would have been applicable if this policy had been applied to the development.

Works undertaken or land set aside

124. When assessing development contributions, Council will take into account any capital infrastructure works that have been undertaken and/or land set aside as a result of an agreement with Council.

Credits for existing development

125. In assessing the units of demand for a development, Council will apply credits where, and to the extent that—

- There is pre-existing demand on an allotment. The total HUEs of a development will be reduced by the level of pre-existing demand from a development.
 - Or development contributions have already been paid for the same development and for the same activity. This includes development contributions paid at the subdivision stage, applied as a credit towards subsequent building activity.
126. Credits will be expressed in HUEs, rather than specific dollar amounts, even if the schedule of charges payable per unit in the policy has changed between applications relating to the same development.
127. Credits will not be refunded, and can only be used for developments on the same site and for the same activity that they were granted.
128. Credits cannot be used to reduce the number of units of demand to less than zero.

Table 7 Examples of credits

<i>Current development (pre-existing demand)</i>	<i>New development</i>	<i>DC to be paid</i>	<i>Credit</i>
One allotment	Infill residential fee simple subdivision into 3 fee simple allotments	2 HUE for the additional allotments.	1 HUE credit for the original allotment
One dwelling, 65 m ² gfa or less.	Extension to more than 65 m ²	0.3 HUE for the extension.	0.7 HUE credit for the original development.
One -bedroom household unit, which had already had a 30% reduction in development contributions under an earlier version of this policy.	Add one or more new bedrooms	0.3 HUE for the modification	0.7 HUE credit for the existing development
One house on an existing allotment.	One additional household unit, with or without subdivision.	1 HUE for the additional household unit.	1 HUE credit for the existing household unit

Refunds

129. Refunds will be made in accordance with the applicable sections of the Local Government Act at the time the refund is sought. [Currently sections 209 and 210]. For the avoidance of doubt any refunds will be paid to the consent holder, who is usually the owner of the property at the time the refund is granted.

Liability should construction not commence

Within two years

130. If construction of a development does not commence within two years of being granted a resource or building consent, then any remission of charges provided under this policy shall no longer apply, and all contributions will be fully payable for the development.
131. Commencement of construction will be deemed to have occurred when the activity for which a resource and building consent was issued, has commenced.

Payment timing

132. Payment must be made within seven days on receipt of an invoice from Council.
133. Council may withhold code of compliance certificate, a section 224(c) certificate, a consent for a service connection a land use consent until the development contributions required by Council have been paid.

Subdivision consent

134. For residential development, Council will assess and require development contributions at the subdivision consent stage of a residential development. However, Council will typically invoice the development when an application is made for a RMA section 224(c) certificate, to avoid charging consent holders for subdivisions that do not actually proceed.

135. For non-residential development, Council will initially assess and require contributions at the subdivision consent stage, but it will reassess contributions at the building or land use resource consent stage based on the number of units of demand created. Council will credit any contributions that have been paid at the subdivision stage. This staging is provided because the demand created by non-residential development varies depending on the characteristics (such as size of the building or other activity) that are generally not known until the building or land use consent stage.

Development without subdivision

136. Council will assess and require development contributions at the building or land use resource consent stage where additional units of demand are created in the absence of subdivision (for example, an additional house on a lot).

Goods and services tax

137. Development contributions that are required in the form of money are assessed exclusive of GST. GST will be added to the development contributions when they are invoiced.

Powers of Council if development contributions are not paid

138. Until a development contribution required in relation to a development has been paid, Council may—
- in the case of a development contribution assessed on subdivision, withhold a certificate under section 224(c) of the Resource Management Act 1991.
 - in the case of development contributions assessed on building consent, withhold a code compliance certificate under section 95 of the Building Act 2004.
 - in the case of development contributions assessed on an authorisation for a service connection, withhold a service connection to the development.
 - in the case of development contributions assessed on a land use consent application, prevent the commencement of resource consent under the Resource Management Act 1991.
 - in the case where a development has been undertaken without a building consent, not process an application for certificate of acceptance for building work already done.

Security

139. Council may register any development contributions under the Statutory Land Charges Registration Act 1928 as a charge on the title of the land in respect of which the development contributions were required.

Remissions

140. Council may grant a remission on development contributions at its complete discretion, on a case by case basis.
141. An application for remission must be made before any development contributions payment is made to Council. Council may not remit development contributions after payment has been made.
142. An application for remission may not be made where an application has been made for a reconsideration or objection.
143. An application must be made in writing and set out the reasons for the request
144. The Group Manager Corporate Services and the Group Manager Strategy and Planning shall consider the request and make the decision.
145. Where Council decides to consider such a request the following matters will be taken into account—
- this Development Contributions policy,
 - the funding model,
 - the extent to which the value and nature of works proposed by the applicant, or in the case of non-residential activity the characteristics of the building and/or other development as proposed at the land use or building consent stage, reduces the need for works proposed by

Council in its capital works programme, and this factor has not been recognised in the assessment of HUEs,

- the level of existing development on the site (if not adequately recognised in the initial assessment). Where multiple existing and pre-existing uses can be established, Council will have regard to the most intensive use(s),
- any other matters Council considers relevant.

146. Applications for remissions will be considered on their own merits and any previous decisions of Council will not be regarded as creating precedent or expectations.

Reconsiderations and objections

Reconsiderations

147. If Council requires a person to make a development contribution, that person may ask Council to reconsider the requirement if they have grounds to believe that—

- the development contribution was incorrectly calculated or assessed under Council's development contributions policy; or
- Council incorrectly applied its development contributions policy; or
- the information used to assess the person's development against the development contributions policy, or the way Council has recorded or used it when requiring a development contribution, was incomplete or contained errors.

148. A request to reconsider must be made within 10 working days after the date on which the person lodging the request receives notice from Council of the amount of development contribution that Council proposes to require.

149. A person may not apply for reconsideration of a requirement if the person has already lodged an objection to that requirement under s199C and Schedule 13A of the Local Government Act 2002.

150. A request for reconsideration may be made either—

- on Council's Development Contribution Reconsideration form which is available on Council's website, or
- via email, providing the request includes all the same information as if it was made using the form.

151. Council will acknowledge receipt of the reconsideration request within three working days by responding in writing or by email.

152. Council may, within 10 working days of receiving the request for reconsideration, request further information from the requester to support the grounds stated in the reconsideration.

153. Once Council has received all the required information relating to the request, it will take no more than 15 working days to reconsider the assessment and advise the applicant.

154. Council will make a decision on the assessment of development contributions if—

- it has, in its view, received all required information relating to the request; or
- the applicant refuses to provide any further information requested by Council.

155. Council will not convene a hearing for any reconsideration. Reconsiderations will be considered separately by a Council planner, and Council's Financial Controller. They will advise Council's Resource Consents & Compliance Manager who will make a final decision.

156. Council may charge an administration fee for reconsidering the development contributions it has assessed, at its sole discretion. The fee may be refunded if the reconsideration results in Council requiring a reduced development contribution.

Objections

157. This section summarises the relevant provisions of the LGA as at 12 March 2015 and especially sections 199C – 199P. Anyone who wishes to object to a development contribution under section 198 is advised to refer to the LGA for more details, and especially Schedule 13A which provides the procedure for development contribution objections.

158. A person may object to the assessed amount or the reassessment amount of the development contribution that Council has required from them under certain circumstances.
159. An objection may be made only on the ground that Council has—
- failed to properly take into account features of the objector’s development that, on their own or cumulatively with those of other developments, would substantially reduce the impact of the development on requirements for community facilities in the territorial authority’s district or parts of that district; or
 - required a development contribution for community facilities that is not required by, or related to, the objector’s development, whether on its own or cumulatively with other developments; or
 - required a development contribution in breach of section 200; or
 - incorrectly applied its development contributions policy to the objector’s development.
160. Objections are decided by development contribution commissioners, who are appointed by the Minister of Local Government. Council selects the commissioner(s) for an objections decision. Commissioners may not be board members, shareholders, owners, employees, or contractors of the objector. If an objection requires specialist skills and knowledge, Council may seek to have a specialist approved by the Minister for the relevant objection.
161. A hearing is not mandatory.
162. The commissioners must fix the date, time, and place of the hearing (if any), and advise the parties at least 10 working days before the date on which the hearing commences.
163. Witness fees and allowances are met by the party that calls the witness.
164. Council may recover its actual and reasonable costs in respect of the objection for—
- a. the selection, engagement, and employment of the development contributions commissioners; and
 - b. the secretarial and administrative support of the objection process; and
 - c. preparing for, organising, and holding the hearing.
165. When a development contribution objection is lodged, Council may still require the development contribution to be made, but must not use it until the objection has been determined. If Council does not require a development contribution to be made pending the determination of an objection, it may withhold certificates or permissions in accordance with section 208 until the objection has been determined.

Development agreements

166. Council may enter into development agreements in circumstances where there is a need to allocate responsibility between developers and Council for the construction and funding of public works associated with a development in order to support outcomes in Council’s long term plan.
167. Any proposal as part of a private agreement that a new development should pay less than 100 percent of growth related capital expenditure will be dealt with as if it were an application for remission under this policy.

Process for a development agreement

168. A development agreement is a legally enforceable contract and anyone considering requesting a development agreement is advised to consider sections 207A-207E of the LGA before making a request.
169. Either a developer or Council may request a development agreement. Requests must be in writing.
170. When Council receives a written request from a developer to enter into a development agreement, it must consider the request without unnecessary delay.
171. Council may accept the request in whole or in part subject to any amendments agreed to by both Council and the developer; or Council may decline the request.
172. Council must provide the developer with written notice of its decision and the reasons for its decision.

Contents of a development agreement

173. Any development agreement must clearly record—
- why an agreement is being used
 - a description of the land that the agreement will relate to, including its legal description and, if applicable,—
 - the street address of the land; and
 - other identifiers of the location of the land, its boundaries, and extent; and
 - details of the infrastructure that each party to the agreement will provide or pay for
 - the amount of development contribution that would have applied if the agreement was not established
 - whether or not Council is required to pay some costs for public works
 - how Council will fund those costs
 - any other provisions of section 207C(3) that are applicable to the agreement, and
 - any other provisions that the parties have agreed to.

Schedule to the policy

174. Sections 174 to 183 of this policy form the schedule to the policy. The schedule shows the contributions that may be charged for each activity and within each funding service area. The schedule specifies—
- the assets for which development contributions will be used.
 - the event and circumstances that will give rise to a requirement for payment of a development contribution.
 - the development contributions payable in the District or local service area by development for capital expenditure for growth-related services for network infrastructure (water supply, wastewater, stormwater, transportation), reserves and community infrastructure, as a dollar (\$) amount.
 - explanation of and justification for the way each development contribution is calculated.
 - further assumptions underlying the detailed calculation of the development contribution where these help to explain the calculation or methodology.
175. The full methodology that demonstrates how development contributions are calculated is available from Council's offices at Rimu Rd, Paraparaumu.
176. Council may make changes to the schedules of capital projects at any time without consultation or further formality, but only if—
- a. the change is being made to reflect a change of circumstances in relation to an asset that is listed in the schedule or is to be added to the schedule; and
 - b. the change does not increase the total or overall development contribution that will be required to be made to the territorial authority.

Total cost of capital to meet growth needs

177. The total cost of capital to meet growth needs is calculated from a set of large, linked, planning spreadsheets for each activity.
178. Council has used the best information available at the time of developing this policy to estimate the cost of individual items of capital expenditure that will be funded in whole or part out of development contributions. It is likely that actual costs will differ from estimated costs due to factors beyond Council's ability to predict, such as changes in price of raw materials, labour, and the timing of capital works. Council will review its capital expenditure estimates every three years when reviewing this policy, and as part of its LTP.
179. The following items are excluded from the development contributions calculations—

- operating and maintenance costs, subsidies and grants
- the costs of works to be funded by developers and third parties, the costs of any other works that Council will not pay for, and the cost of works that Council expects to recover from financial contributions.

180. The cost of capital spreadsheets show—

- Funding service area for the project
- Activity
- Project name
- Growth proportion of the project
- The design capacity (in units of demand) for the growth component of the project
- Expected timing of the project
- Estimated cost (at today's prices)
- The expected and actual funding, showing
 - expected revenue sources
- The expected cost of capital for any component that will be funded by debt.

Schedule of capital projects to be funded by development contributions

181. Table 8 shows the capital expenditure incurred and the amount to be recovered through development contributions for those projects have already been delivered.

Table 8 Schedule of capital projects that have already been constructed

<i>Funding service area</i>	<i>Infrastructure activity</i>	<i>Project</i>	<i>Expenditure already incurred</i>	<i>Expenditure to be recovered from development contributions</i>	<i>Expenditure to be recovered from other sources</i>
District	Roading	1790A CWB CAPITAL	108,194	50,851	57,343
District	Roading	1791T CWB NEW PATH DEVELOPMENT	86,771	40,782	45,988
District	Roading	17911 STRATEGIC PROPERTY PURCHASES	83,174	39,092	44,082
District	Roading	1794L LOCAL AREA CONNECTORS	634,804	1,052,503	1,098,194
District	Roading	17950 MAJOR CONNECTOR UPGRADES	402,145	1,906,505	1,956,870
Ōtaki	Wastewater	58811 OTAKI - OXIDATION LAGOON	250,360	250,360	0
Ōtaki	Stormwater	58131 OTAKI - NEW ASSETS	114,842	114,842	0
Ōtaki	Stormwater	58133 OTAKI BEACH PUMP STATION	209,885	209,885	0
Waikanae, Peka Peka Paraparaumu, Raumati	Water treatment	48471 WAIKANA E W TREATMENT PLANT	277,251	277,251	0
Waikanae, Peka Peka Paraparaumu, Raumati	Water treatment	484E1 WPR WATER SUPPLY	9,838,435	9,838,435	0
Waikanae, Peka Peka Paraparaumu, Raumati	Water treatment	484E8 WATER METERING	2,120,849	2,120,849	0
Waikanae, Peka Peka Paraparaumu, Raumati	Water treatment	484E9 WATER SUPPLY LAND	615,420	615,420	0
Waikanae, Peka Peka	Water reticulation	48340 TUI HL RESERVOIR UPGRADE	197,947	197,947	0
Waikanae, Paraparaumu, Raumati	Wastewater treatment	3882A JOINT WASTE TREATMENT	137,028	137,028	0
Waikanae	Wastewater reticulation	48835 RAUPARAHA PS UPGRADE	2,267,749	2,267,749	0
Waikanae, Peka Peka	Stormwater	48135 WAIKANA E NEW ASSETS	55,597	55,597	0
Waikanae, Peka Peka	Stormwater	48138 KAKARIKI SH1 AND AWANUI	41,216	41,216	0
Paraparaumu, Raumati	Stormwater	38146 PARAPARAUMU NEW ASSETS	16,099	16,099	0
Paraparaumu, Raumati	Stormwater	381C4 LOCAL CATCHMENTS	45,368	45,368	0
Paraparaumu, Raumati	Stormwater	381D2 RAUMATI BEACH CBD	238,883	238,883	0
Paraparaumu, Raumati	Stormwater	381D6 MAZENGARB PROJECTS	9,255	9,255	0
Pāekakariki	Stormwater	28162 OCEAN ROAD STORMWATER	76,649	76,649	0
Pāekakariki	Stormwater	28164 TILLEY ROAD	57,414	57,414	0

182. This table lists the community infrastructure project that have already been built, and for which development contributions may still be required. It shows the capital expenditure incurred, and the amount to be recovered through development contributions.

Table 9 Community Infrastructure transition projects

<i>Funding service area</i>	<i>Community infrastructure project</i>	<i>Capital expenditure on projects that have already been constructed projects</i>	<i>Expenditure to be recovered from development contributions</i>	<i>Expenditure to be funded from other sources</i>
District	Paraparaumu Library	1,848,000	1,848,000	0
District	Ōtaki Library	275,000	275,000	0
District	Coastlands Aquatic Centre	5,709,000	5,709,000	0
District	Improved Civic Administration Building	1,513,000	1,513,000	0

183. Table 10 lists all of the Council's future assets and programmes of work that have a development contribution funding component.

Table 10 Schedule of future capital projects to be funded by development contributions

	LGA reference	106(2)(a)	106(2)(a)	106(2)(b)(i)	106(2)(b)(ii)	106(2)(b)(iii)	106(2)(d)		
Funding service area	Purpose for which contributions may be required	Capital expenditure (\$m) already incurred to meet growth demand ¹	Capital expenditure (\$m) expected to be incurred to meet growth demand	Proportion of capital expenditure for growth that will be funded by:			Total amount of funding (\$m) during the long-term plan period to be sought from:		
				DC (%)	FC (%)	Other (%)	DC	FC	Other
Roading - District	1790A CWB CAPITAL	108,194	-	47%	-	53%	50,851	-	57,343
	1791T CWB NEW PATH DEVELOPMENT	86,771	-	47%	-	53%	40,782	-	45,988
	1792V CWB Information Management	7,491	-	100%	-	-	0	-	7,491
	17911 STRATEGIC PROPERTY PURCHASES	83,174	-	47%	-	53%	39,092	-	44,082
	17929 NZTA ROAD RECONSTRUCTION	-	1,885,031	49%	-	51%	925,645	-	959,386
	1792D NZTA PAVEMENT REHABILITATION	-	300,000	49%	-	51%	148,000	-	152,000
	1792R TRAFFIC MODELLING	-	219,102	49%	-	51%	108,090	-	111,012
	1792X CWB NEW CAPITAL	-	352,813	100%	-	-	352,813	-	-
	1793A NZTA MINOR IMPROVEMENTS	-	2,100,000	49%	-	51%	1,036,000	-	1,064,000
	1794L LOCAL AREA CONNECTORS	634,804	1,515,893	49%	-	51%	1,052,503	-	1,098,194
	17950 MAJOR COMMUNITY CONNECTOR UPGRADES	402,145	3,461,230	49%	-	51%	1,906,505	-	1,956,870
Stormwater collection and management Pāekakariki	28162 OCEAN ROAD STORMWATER	76,649	-	100%	-	-	76,649	-	-
	28163 PAEKAKARIKI TOWN CENTRE	-	387,500	100%	-	-	387,500	-	-
	28164 TILLEY ROAD	57,414	71,250	100%	-	-	128,664	-	-
Stormwater collection and management Paraparaumu/ Raumati	3813A EPIHA STREET BRIDGE	-	331,250	100%	-	-	331,250	-	-
	3813D AMOHIA STREET SH 1	-	568,750	100%	-	-	568,750	-	-
	38146 PARAPARAUMU - NEW ASSETS	16,099	172,500	100%	-	-	188,599	-	-
	3817D KENA KENA PUMP STATION	-	168,750	100%	-	-	168,750	-	-
	381C4 LOCAL CATCHMENTS	45,368	-	100%	-	-	45,368	-	-
	381D2 RAUMATI BEACH CBD STORMWATER UPGRADE	238,883	-	100%	-	-	238,883	-	-
	381D6 MAZENGARB MAPS/PROJECTS	9,255	-	100%	-	-	9,255	-	-

Stormwater collection and management Waikanae	481C1 CHARNWOOD GROVE	-	225,000	100%	-	-	225,000	-	-
	481C2 NIMMO AVE	-	281,250	100%	-	-	281,250	-	-
	481C5 HILL CATCHMENT UPGRADES	-	462,500	100%	-	-	462,500	-	-
	48135 WAIKANAE - PRIORITISATION - NEW ASSETS	55,597	493,750	100%	-	-	549,347	-	-
	48138 KAKARIKI SH1 AND AWANUI	41,216	381,250	100%	-	-	422,466	-	-
Stormwater collection and management Ōtaki	58131 OTAKI - PRIORITISATION - NEW ASSETS	114,842	1,575,000	100%	-	-	1,689,842	-	-
	58133 OTAKI BEACH PUMP STATION	209,885	291,398	100%	-	-	501,283	-	-
Wastewater treatment - Waikanae, Paraparaumu, Raumati	3882A JOINT WASTE TREATMENT	137,028	-	100%	-	-	137,028	-	-
	47741 SCREENING REPLACEMENT / INLET WORKS	-	217,500	100%	-	-	217,500	-	-
	47742 CLARIFIER FLOW AUGMENTATION RENEWAL	-	600,000	100%	-	-	600,000	-	-
	47745 WW TREATMENT PLT DISSOLVED AIR FLOATATION	-	126,000	100%	-	-	126,000	-	-
	4773K RAS PS2 CAPACITY & UPGRADE REQUIREMENTS	-	54,000	100%	-	-	54,000	-	-
	4773R WAIKANAE DUPLICATE RISING MAIN - ADVANCED	-	650,000	100%	-	-	650,000	-	-
	47752 WAIKANAE DUPLICATE RISING MAIN	-	3,200,000	100%	-	-	3,200,000	-	-
48835 RAUPARAHA PS UPGRADE	2,267,749	-	100%	-	-	2,267,749	-	-	
Wastewater – Ōtaki	58811 OTAKI WW TREATMENT PLT OXIDATION LAGOON DE	250,360	-	100%	-	-	250,360	-	-
Water reticulation- Waikanae, Peka Peka	48340 TUI HL RESERVOIR UPGRADE	197,947	-	100%	-	-	197,947	-	-
	4841L STRATEGIC TRUNK NETWORK UPGRADES	-	3,680,526	100%	-	-	3,680,526	-	-
Water treatment – Waikanae, Peka Peka, Paraparaumu, Raumati	4841R WAIKANAE WTP STAGE 2 UPGRADE	-	-	100%	-	-	0	-	-
	48426 WAIK RRWG BORE UPGRADE	-	7,450,000	100%	-	-	7,450,000	-	-
	48471 WAIKANAE WATER TREATMENT PLANT UPGRADE	277,251	-	100%	-	-	277,251	-	-
	484E1 WPR WATER SUPPLY PROJECT	9,838,435	-	100%	-	-	9,838,435	-	-
	484E8 WATER METERING PROJECT	2,120,849	-	100%	-	-	2,120,849	-	-
	484E9 WATER SUPPLY LAND	615,420	-	100%	-	-	615,420	-	-
Community infrastructure - District	Paraparaumu Library	1,848,000		100%			1,848,000		
	Ōtaki Library	275,000		100%			275,000		
	Coastlands Aquatic Centre	5,709,000		100%			5,709,000		
	Improved Civic Administration Building	1,513,000		100%			1,513,000		
TOTAL		27,237,825	31,222,242				52,963,702	-	5,496,366

Assumptions

Significant assumptions

184. The following significant assumptions underlie this policy and the calculations in the schedule of this policy.

<i>Significant assumptions</i>	<i>Significance of the level of uncertainty</i>	<i>Scope and nature of uncertainty</i>	<i>Effect of the uncertainty</i>
<p><u>Volume and timing of growth</u> That growth occurs as modelled in Council's growth projections.</p>	<p>Moderate, and moderated by—</p> <ul style="list-style-type: none"> • DC policy review • LTP • District Plan monitoring and review • the national Census. 	Growth is lower than projected in all or some areas at any point in time.	Demand for infrastructure will occur later than expected.
			Demand for infrastructure may require less substantial infrastructure than expected.
			The lag between Council making capital expenditure and Council receiving DC may be greater than expected.
		Growth is greater than projected in all or some areas at any point in time.	Demand for infrastructure will occur earlier than expected.
		Demand for infrastructure may require more substantial infrastructure than expected.	
Location of growth and land use availability	Low	That growth within the Kāpiti Coast District will primarily take place within and in close proximity to existing urban areas, with intensification in and around town centres and public transport centres.	Insignificant over the period until this policy is next reviewed (2018).
	Low	Council has sufficient land for the expected population growth over the next 20 years.	Insignificant over the period until this policy is next reviewed (2018).
100% funding policy for growth	Not significant		Insignificant over the period until this policy is next reviewed (2018).
Growth affordability	Moderate	That growth can be managed affordably (location, timing, volumes) for Council, and that Council can fund its share of capital expenditure mainly via debt and supported by development contributions, while also maintaining Council's core business.	Council is mindful of the need to balance infrastructure management with investment planning to ensure that growth continues to be affordable for Council and its communities.
		That future revenue from rates will be sufficient to meet the future operating costs resulting from capital expenditure	Council is mindful of its investment planning to ensure that growth continues to be affordable for Council and its communities.
Third party contributions are received as expected, and specifically, that all New Zealand Transport Agency subsidies will continue at present levels and that eligibility criteria will remain unchanged.	Moderate.	Central government policy changes may not be predictable over the long term (e.g., NZTA funding policy).	Policy may not be predictable over the long term (e.g., NZTA funding policy). Council could face substantially increased costs for some projects.
That methods of service delivery will remain substantially unchanged.	Low	Technological innovations may lead to substantial changes in infrastructure requirements.	Technological innovations may lead to substantial changes in infrastructure requirements. Council monitors service delivery trends so that it can make informed choices about the options for its communities.

Other assumptions

Planning horizon

185. Council has used a 30-year planning horizon for this policy, and a 20-year planning horizon for the LTP 2015-35, although some of Council's asset management planning uses much longer planning horizons. Longer horizons may result in larger capital expenditure for some projects but also means the costs are shared over a greater number of developments.
186. Therefore the regular update and assessment of growth projections is a key component of planning future infrastructure requirements.

Growth assumptions

187. Growth projections are subject to significant uncertainties as to the quantum, timing and location of growth.
188. The Kāpiti Coast population has been growing steadily for decades, and future growth is expected to be particularly affected by the regional pattern of growth in employment and industry, and the aging population.
189. Kāpiti Coast District Council's Growth Model projects growth in the District in population, and employment. Projected and actual growth influences the extent and scale of Council's capital expenditure projects, which then affects the contributions that newcomers will be required to pay.
190. If the growth model is over optimistic, the capital expenditure programme will cause Council to over-invest or invest too early for some developments. This will result in higher prices in both contributions cost in the medium term and rates cost in the short to medium term, which would be unattractive for current and potential new residents and ratepayers. Therefore the District's capital expenditure projects needs to be closely aligned to growth.
191. The challenge is to have a transparent, consistent, and equitable basis for funding the additional infrastructure that new developments demand. The costs of growth need to be correspondingly and fairly balanced given the limited sources of funding available to Council.

Population and household growth

192. The population is projected to increase by almost 7000 new residents from 49,850 in 2015 to 56,800 in 2035. The growth rate is 14% over the 20 years, or 0.66% each year.
193. The 2013 Census showed that most of New Zealand has experienced lower population growth than expected (even Auckland) and it is true for Kāpiti Coast as well— modelling for Council's Long Term Plan 2015-35 and this policy has produced lower population figures for any future year than modelling for the previous Long Term Plan. The upside of this lower growth is that Council may not need to invest in some infrastructure as quickly as it had originally planned. The downside is that there will be fewer people than previously expected to help pay for the infrastructure that has already been built.
194. Kāpiti has a distinctively aging population, and is proving to be an attractive location for many retired and semi-retired people. Aging populations also tend to live in households with fewer people than younger age-groups, so the average household size is declining. This affects the "household equivalent unit" (HUE), which is a metric that Councils use to standardise units of demand for infrastructure. Whereas in the past a household equivalent unit would be 2.5 people, a more realistic figure is now 2.4 people.
195. The growth projections for each funding service area are given in Table 11 below.

Table 11 Growth projections for service funding service areas

<i>Funding service area</i>	<i>20 year growth</i>	<i>30 year growth</i>
Roading - District	14%	17%
Water – Ōtaki	0%	-4%
Water – Pāekakariki	-17%	-19%
Water treatment – Central	18%	14%
Water reticulation - Waikanae	27%	38%
Water reticulation - Paraparaumu	8%	9%
Wastewater – Ōtaki	0%	-4%
Wastewater treatment - Central	18%	14%
Wastewater reticulation – Waikanae	27%	38%
Wastewater reticulation – Paraparaumu	8%	9%
Stormwater - Ōtaki	0%	-4%
Stormwater – Waikanae	27%	38%
Stormwater –Paraparaumu	8%	9%
Stormwater –Pāekakariki	-17%	-19%
Community infrastructure - District	14%	17%

196. While no growth is expected in Pāekakariki and Ōtaki over the long term, any subdivision or development in those places will require development contributions towards costs that are funded on a district-wide basis (roading, community infrastructure), unless the development qualifies for a reduction due to being the first house on a lot created prior to 30 July 1999.

Employment growth

197. BERL has advised Council that employment can be expected to increase by 37% from 2013 until 2041.

Impact of growth

198. These three related types of growth - population, household, and employment – all create demand for new infrastructure assets or additional capacity in the existing assets—

- An increased population will need and use more transport, water, and wastewater services. They will benefit from stormwater management services, and they will also need additional community facilities – parks, reserves, pools, libraries, sports facilities, etc.
- Growth in the number of residential or non-residential lots, or rating units increases the demand for network infrastructure (roads, water, wastewater, and stormwater networks) to serve those properties.
- An increase in the number of jobs in the District will increase—
 - the number of traffic movements per day within the District
 - the demand for commercial and industrial space with infrastructure services.

199. Each of these forms of growth generates a requirement for Council to invest in additional capacity in its transport, water supply and wastewater facilities, stormwater collection and management, and community infrastructure, on top of the infrastructure already in place in the District.

Available land

200. Council has reviewed the quantity of vacant residential land in the district to ensure that there is sufficient land to meet future growth needs. As at November 2014, the residential land available for future development exceeds 600 hectares. The table below shows the location of large blocks and smaller parcels of land that could be further developed for residential purposes.

201. Council does not expect all of this land to be developed over the next thirty years, and is only planning infrastructure for growth in those parts of the District where population growth is projected.

Table 12 Vacant land available for development, November 2014

<i>Area</i>	<i>Large blocks (Ha)</i>	<i>Small blocks (Ha)</i>	<i>Total (Ha)</i>
Ōtaki	127	16	143
Waikanae / Peka Peka	342	45	387
Te Horo		4	4
Paraparaumu / Raumati	196	36	233
Pāekakariki	0	2	2
Total	665	103	769

202. In addition to these areas that are currently zoned residential, Council's growth projections take into account the expected intensification around town centres and transport nodes.

Maps

Maps for each funding service area will be tabled ...

Roading - District

Community infrastructure - District

Stormwater - District

Water treatment and reticulation – Ōtaki

Water treatment and reticulation – Pāekakariki

Water treatment – Central (Waikanae, Peka Peka, Paraparaumu, Raumati)

Water reticulation – Waikanae, Peka Peka

Water reticulation – Paraparaumu, Raumati

Wastewater treatment and reticulation– Ōtaki

Wastewater treatment – Central (Waikanae, Paraparaumu, Raumati)

Wastewater reticulation – Waikanae

Wastewater reticulation – Paraparaumu, Raumati

Stormwater – Ōtaki

Stormwater – Waikanae, Peka Peka

Stormwater –Paraparaumu, Raumati

Stormwater –Pāekakariki