

Instructions for using this template

Submissions on the proposed Lower Hutt District Plan must meet the requirements of Form 5 in the Resource Management (Forms, Fees, and Procedure) Regulations 2003. **You do not need to use this template to meet those requirements, but doing so will make it easier to meet all the legal requirements for a valid submission, and help you write a clear and effective submission.**

Instructions for using the template are highlighted in yellow, like this, and should be deleted before sending in your submission. Text you should replace with information relevant to you is in **green**. Any text that is not highlighted must not be altered.

If you want more information about making a submission or the district plan process, you can contact Council's planning team by email at district.plan@huttcity.govt.nz, by phone on 04-570-7426 (9am-5pm on working days). For advice on how to make a submission, contact the independent Friend of Submitters Emily Bayliss at fos@baylissconsulting.co.nz or 021 0843 5559.

Once you have finished writing your submission, make sure there is no green highlighted text left, delete the instructions highlighted in yellow, and email your document in Word or PDF format to district.plan@huttcity.govt.nz by **5pm, 4 April 2025**. Please note that your email address will be made public. You may also want to provide a phone number in the body of your email so Council staff can contact you quickly if there are any issues – unless you request it, this will not be made public.

To make an effective submission:

- If there are parts of the plan you support, say so – other people may submit against them and if you haven't said you support parts of the plan, your voice will not be heard.
- If you think that parts of the plan should be removed or changed, or new provisions added, say why and in what way. The clearest way to ask for changes is to quote the objective, policy, rule, or other provision you want changed, with additions underlined and deletions ~~struck through~~. For changes to maps, be clear about the relevant sites by using street addresses or providing a map.
- Include any maps, diagrams, expert evidence, photographs, or other material you wish to use that supports your submission. If you appear at the hearing, you will have the opportunity to provide additional supporting information.
- Be clear about what decisions you want Council to make about what's in the District Plan and be as specific as possible. Vague requests are usually not effective.

You should NOT:

- Include personal, political, or defamatory remarks about Council, Council staff, other submitters, or members of the public, or use offensive language.
- Include any information you do not want made public (apart from the legal requirement to include your name and an email or postal address for contact).

- Ask for the Council to make decisions that aren't about the content of the District Plan. The panel considering submissions does not have powers to make any decision except about the content of the district plan.
- Raise the issue of your business being affected by competition from a competitor. This is not a valid social or environmental concern and your submission may not be accepted. You could also face legal issues and costs (including damages for loss suffered) if it is proven in court that you have lodged a submission purely on anti-competitive commercial grounds. However, you can raise the issue of your ability to operate a business being reduced by a direct environmental effect, if these issues are relevant and do not relate to trade competition.

Submissions that are frivolous, vexatious, use offensive language, or are an abuse of process can be struck out by the Council. This would result in your submission not being considered further and limit or remove your ability to appear at the hearing or participate further in the process.

The Ministry for the Environment has more information about how to make an effective submission at <https://environment.govt.nz/assets/Publications/Files/3.2-making-a-submission.pdf>.

RMA Form 5

Submission on publicly notified proposed district plan

Clause 6 of Schedule 1, Resource Management Act 1991

Privacy Statement

Your submission must include your name, and an address for service (preferably email, but you can use a postal address). All information you include in this submission, including your name and address for service, will be provided to other submitters and published on Hutt City Council's website. Paper copies may also be made available. Hutt City Council is required to collect and publish this information to carry out its functions under the Resource Management Act 1991 and to enable others to take part in the district plan process. The Council, other submitters, and the Environment Court may need to contact you during this process.

If your submission does not include your name and an address for service, it will be rejected.

While the Council will retain all information provided in your submission in secure council systems, all contact details will be removed from any documents published on Council's website once the district plan process is complete. However, your name and the contents of your submission will still appear in these documents.

You have the right to ask for a copy of any personal information we hold about you, and to ask for it to be corrected if you think it is wrong. If you'd like to ask for a copy of your information, or to have it corrected, please contact us at contact@huttcity.govt.nz, call 04-570-6666, or write to us at Private Bag 31912, Lower Hutt 5040.

To: Chief Executive, Hutt City Council

Via email to district.plan@huttcity.govt.nz.

1. This is a submission from **Richard and Julie Francis (ATF The Francis Family Trust)** on the Proposed Lower Hutt District Plan 2025.

2. My email address for service is **julie@spotlightreporting.com**.

Note: Council will use this address to contact you as necessary through the hearing process for the proposed District Plan and provide this information to other submitters and publish it on Council's website. You should expect to be contacted by Council to arrange the hearing and update you on the outcomes of your submission, and by other submitters seeking to make a joint case or serving documents on you when they make further submissions or appeals. You must provide an email address or (not recommended) a postal address for service.

3. I **could not** gain an advantage in trade competition through this submission.

Note: you could gain an advantage in trade competition if what your submission asks for could make it harder for your business's competitors to compete with you, or for new competitors to enter the market in competition with you.

If you answer "could not" to paragraph 3, please delete all of paragraph 4 below and move on to paragraph 5.

4. I **am not** directly affected by an effect of the subject matter of the submission that:

- a. Adversely affects the environment, and
- b. Does not relate to trade competition or the effects of trade competition.

Note: if you are a person who could gain an advantage in trade competition through the submission, your right to make a submission may be limited by clause 6(4) of Part 1 of Schedule 1 of the Resource Management Act 1991.

You should delete all of paragraph 4 if you answered "could not" in paragraph 3 above.

5. The specific provisions of the proposal that my submission relates to, my submission on those provisions, and the decisions I seek are shown in the below table. I also seek all further, alternative, necessary, or consequential relief as may be necessary to fully achieve the relief sought in this submission.
6. I **wish** to be heard in support of my submission.

Note: if you ask to be heard, Council staff will contact you to arrange a time for you to appear before the panel. You can change your mind before the hearing – let us know at district.plan@huttcity.govt.nz.

7. If others make a similar submission, I **will** consider presenting a joint case with them at the hearing.

Note: you can change your mind about this later.

Introduction

8. This is optional. You may wish to provide context about you or your organisation, how the plan affects you and the environment, and your interest in the proposed District Plan. You may also wish to describe at a high level what the changes you request to the plan are expected to achieve.

9. ...

(See page below to fill out the decisions you're requesting)

Decisions Requested

Use as many rows as necessary. Try to use one row for each provision. Some examples are given in the table – these are made-up provisions- to give you examples of how to write your submission points. You should replace these with your own views.

#	Chapter	Provision	Position	Reasons	Relief sought
Submission point number - it will make it easier for both you and the hearing panel if you number your submission points.	Give the name of the chapter of the plan, e.g. Coastal Environment, Noise, Medium Density Residential Zone, SCHED1 Heritage Areas. If your submission point applies across the whole plan, say "whole plan". If your submission point is about the zoning of a site or the particular places that another spatial overlay applies to, say "Maps".	Give the name of provision, or location in the maps. A provision could be an objective, policy, rule or standard in the plan. For example, NOISE-R11 (Leafblowers), HIZ-P14 (Recycling centres), or zoning of 123 Fake Street. If you want a new provision to be added, say that it is a new provision, what type of provision (e.g. objective, policy, rule, standard), and where it should go. If your submission is more general, you can say "whole chapter".	Select from: <ul style="list-style-type: none"> • support • oppose • support in part • oppose in part • neutral 	Describe why you want the outcome you ask for	e.g. keep provision, delete provision, amend provision. For amendments, it is helpful to quote the provision and show additions with <u>underline</u> and deletions with striketrough . You can also describe in more general terms the changes you want but you should still be as specific as possible. You can give multiple options if you want, for example you may want a provision deleted, but if council chooses not to delete it, you would still like changes.

#	Chapter	Provision	Position	Reasons	Relief sought
1	High Density / Mixed Use	1 Military Road, Boulcott	Oppose	<p>We believe it is inappropriate to make the area of our property & surrounding properties to our West mixed use. The construction of new buildings would be inappropriate.</p> <p>We are concerned about development to the West and believe that any development will be unsympathetic of existing use and purpose of the area until now.</p> <p>We also believe that you need to give the properties down Military Road that back on to the properties on High Street proper notification and the opportunity to provide submissions.</p> <p>We don't believe that you have taken into consideration the amount of traffic that travels through High Street and you can see this down the Southern end of High Street from Pak n Save heading North.</p>	Leave our property & those in the surrounding area as medium density (existing classification)
2	Historic Heritage Values	1 Military Road, Boulcott	Oppose	We would like to see clarity on the specifics of the Heritage classification you are proposing for our property and surrounding area.	Clarification with no change to existing state.

#	Chapter	Provision	Position	Reasons	Relief sought
3	Flood Hazard	1 Military Road, Boulcott	Oppose	I believe the proposed extension of the flood hazard impacting our house is unwarranted. The Military Road, High Street area around our house is not subject to flooding.	No change to existing district plan
4	District Plan		Oppose	How does the proposed full district plan compare to the existing operative district plan?	Improved clarity regarding the proposed changes and the justifications for the changes, and the impact on the landowners.
5					
6					