

POLICY	STATUS	AT	DATE	DOC ID
Seal Extension Policy	Adopted	Ordinary Council Meeting	1 June 2021	A246702



OPOTIKI DISTRICT COUNCIL

SEAL EXTENSION POLICY

Background

The Ōpōtiki District Council maintains around 343km of road, of which about 177km is sealed and 166km is unsealed.

Historically within the Ōpōtiki District Council (ODC) roading network up to the 2013/14 financial year, seal extension works were carried out annually based on a 10 year seal extension programme. This programme was adopted by Council, based on expected maintenance savings and ratepayer request.

ODC stopped its seal extension programme in 2014. The change in direction stemmed from the funding that council receives from Central Government via Waka Kotahi - New Zealand Transport Agency (WK). WK no longer funds the seal extensions, due to the fact that in most cases, the roads are not nationally significant, and benefit few road users.

Now, Seal Extensions are carried out on a situational, or as requested basis when Council and affected residents reach an agreement that there is a valid need to do so. Subject to agreement, if a 60% portion of expected costs is contributed, then Council would look at providing 40% of the costs.

Seal extensions may be appropriate when an increase in dust generated from the road becomes a nuisance and health hazard to residents and/or agriculture, or an increased number of homes along a road and/or predicted increases traffic volumes due to industrial, agricultural and/or residential development.

Purpose

The purpose of this policy is to outline Council's approach to seal extension requests from the public.

This Policy does not apply to seal extensions which may be carried out by ODC for other reasons, for example, with funding assistance from Waka Kotahi or private land developers.

Definitions

SEAL EXTENSION

The process of permanently sealing an unsealed road. This includes, but is not limited to, pavement construction, road carriageway widening, water table and culvert upgrades, shape correction and road realignment.

SEAL

The surface layer of a roadway, protecting the underlying pavement from damage, and providing grip to road users. Usually consisting of combination of a sprayed bitumen and a clean stone aggregate. Also known as "Chip seal", "Tar Seal" or "Surfacing".

UNSEALED ROAD

A road made from one or several layers of compacted unbound aggregate. Also known as "Gravel Road"

APPLICANT(S)

Person(s), organisation(s), group(s), or a representative of those, applying for a seal extension to a particular unsealed road.

PAPER ROAD

The term "paper road" is used to describe a road that has not yet been formed and only exists on paper. A paper road is more accurately described as an unformed legal road. An unformed legal road is usually a 20 metre wide corridor and is commonly found in rural areas.

Policy

Roads That Will Be Considered

Seal extensions will be considered for already formed, trafficked and unsealed public road. A maximum of 2km of seal extension will be considered annually.

Seal extensions do not apply to paper roads or to roadways that restrict full public access.

Application Process

Applications will be processed as they are received.

Any person or group of persons may request a seal extension in writing to:

Ōpōtiki District Council
PO Box 44, Ōpōtiki 3122; or
108 Saint John Street, Ōpōtiki 3122

The applicant should provide as much detail as possible, including;

- Road Name
- Approximate dimensions section of road requested e.g. "between house number XX and YY"
- Aerial photos or sketches of the section e.g. google maps images
- Reason(s) for requesting a seal extension

Assessment Criteria:

ODC staff will review the application and report on it to Council, along with a recommendation. In preparing the report, staff may negotiate with the applicant over the level of financial contribution required. Where more than one application is being considered at the same time and these will exceed available budgets, staff may prioritise based on the merits of the individual applications.

Seal extensions will be considered on a case-by-case basis. The following criteria will be used to assess an application for a seal extension:

- Traffic volume of the road
- Degree of dust generation
- Proximity of homes to the road
- Quantity of homes and/or businesses serviced by the road
- Predicted future use of the road
- Future maintenance costs of a proposed sealed road
- Condition of the unsealed road pavement
- Degree of financial contribution of the applicant(s)
- Financial position of Ōpōtiki District Council

Financial Contribution:

If a seal extension is deemed appropriate, the applicant(s) will be required to contribute to the cost of the works. Financial contributions must be paid before the work takes place.

Council requires a minimum of 60%, and up to 100% contribution to the cost of the work. The level of funding required will be based on consideration of the following:

- Waka Kotahi subsidy for this type of work (if applicable)
- Level of wider community benefit from the work.

Council will fund the remaining cost up to a maximum of 40%.

Undertaking the works

Council will be responsible for the procurement and project management of the seal extension works.

Future Maintenance:

Upon completion of the seal extension, Council will be responsible for operation and maintenance of the sealed road, unless agreed otherwise.

Denied Applications:

If the application is denied, council does so at its own discretion. Council will provide a brief explanation as to why the application was denied.

Review

This policy will be reviewed:

- Within five years after the first policy is adopted by the Council, and then at intervals determined by the council
- Earlier than five years at the request of the council.

Refer to policy index for policy owner.