

BEFORE THE MASTERTON DISTRICT COUNCIL

IN THE MATTER OF the Resource Management Act 1991
AND an application for resource consent for the demolition of the
Masterton Town Hall located at 64 Chapel Street, Masterton
Application Number: RM240135
APPLICANT Masterton District Council

**MINUTE #1 OF INDEPENDENT HEARING COMMISSIONER
DATED 6 MARCH 2025**

Appointment

1. Pursuant to s34A of the Resource Management Act 1991 I have been delegated authority from the Masterton District Council (as the consent authority) to hear and determine the resource consent application RM240135 to demolish the Masterton Town Hall.

The Application

2. The application was publicly notified in accordance with Sections 95A-95F of the Resource Management Act 1991 (the Act) on 20 December 2024, with a closing date for submissions of 10 February 2025.
3. Subsequently, a total of 59 submissions were received by the closing date for submissions.

Hearing Date

4. Section 103A(2) of the Act states that if public notification was given, the hearing must be completed no later than 75 working days after the closing of submissions.
5. The following dates have been set aside for the hearing - **Monday 14 and Tuesday 15 April 2025**.
6. It is anticipated that the hearing will take a minimum of two days, but possibly a third day may be required. Therefore, Wednesday 16 April 2025 has also been set aside.

Hearing Venue

7. The hearing will be held at the Copthorne Hotel, High Street, Solway, Masterton, commencing at 9.30am on Monday 14 April 2025.

Hearing also available via TEAMS

8. For parties not attending the hearing in person, a TEAMS Meeting Link / invitation will be provided prior to the hearing to allow you to join the hearing. Parties will need a computer with connection to the internet, with either an up-to-date internet browser or [Microsoft TEAMS application](#) installed in order to use the link.
9. If you wish to join the hearing via the TEAMS meeting link, you should advise Sheryn Scanlan, Planning Technical Support Officer at planningadmin@mstn.govt.nz so that a meeting invitation can be sent to you.

Hearing Evidence

10. Section 103B of the Act makes the pre-provision of expert evidence mandatory, including the Council's s42A Report, for consent hearings on notified applications. Accordingly, the following is the timeline for the submission of the expert evidence:

Council Evidence

A copy of the Planning Officer's s42A Report and any expert evidence prepared by Council officers must be provided to the Applicant and Submitters 15 working days before the hearing. This would be no later than **4pm Friday 21 March 2025**.

Applicant's Evidence

A copy of the Applicant's briefs of expert evidence must be provided to the Council 10 working days before the hearing. This would be no later than **4pm Friday 28 March 2025**.

Submitters' Evidence

A person who made a submission and who is intending to call expert evidence must provide briefs of this evidence to the Council and the Applicant at least 5 working days before the hearing. This would be no later than **4pm Friday 4 April 2025**.

11. Any non-expert evidence (including submitter lay evidence and legal submissions) can be tabled and read on the day that the relevant party appears at the hearing.
12. The Applicant's and Submitters' evidence should be provided electronically by email to Sheryn Scanlan, Planning Technical Support Officer at planningadmin@mstn.govt.nz

Viewing Evidence

13. The Council is required to make all briefs of evidence available at its offices, including:
 - the Council's s42A Report;
 - the Applicant's evidence; and
 - any Submitter's expert evidence.

Note: a webpage to provide access to all the documents will be set up and all parties will be advised once the link is established.

Hearing Procedure

14. At the commencement of the hearing all evidence, including the Council's s42A Report, will be taken as read.
15. I will then hear from the parties in the following order:
 - the Applicant;
 - the Submitters; and
 - the Council Reporting Officerfollowing which, the Applicant will have a right-of-reply.
16. As all evidence will be taken as read, witnesses should limit themselves to drawing my attention to the key points in their evidence. No new evidence should be introduced unless it is specifically in response to matters raised in other pre-circulated evidence supplied by another party. In such cases, the new evidence should be presented in written form as an Addendum to the primary brief of evidence and it may be verbally presented by the witness.
17. I may question the parties. There will be no cross-examination between the parties.
18. After hearing from the Applicant and Submitters, and during the Council's presentation of their evidence, I will specifically ask the reporting officer/author of the Council's s42A Report to comment on any new issues that may have arisen and therefore any amendments they may wish to make to any recommendations included in the s42A Report. The Reporting Officer may invite other Council advisors who contributed to the S42A Report to assist in responding to my questions.

Site Visit

19. I confirm that I will undertake an initial site visit prior to the hearing and again at the conclusion of the hearing to assess/view any particular matters that the parties may have drawn to my attention during the course of the hearing.

Correspondence

20. Any correspondence relating to this Minute should be directed to Sheryn Scanlan, Planning Technical Support Officer at planningadmin@mstn.govt.nz and I will endeavour to respond as soon as I can.



Alistair Aburn
Independent Hearing Commissioner

6 March 2025