



**Strategy Working Committee  
Featherston Masterplan Deliberations  
Minutes from 17 April 2024**

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|-----------------------------|--|
| <b>Present:</b>             | Acting Mayor Melissa Sadler-Futter (Chair), Councillors Colin Olds, Kaye McAulay (until 10:45am), Alistair Plimmer, Rebecca Gray, Martin Bosley, Pip Maynard, Aaron Woodcock (from 11:04am) and Aidan Ellims.  |
| <b>Not present:</b>         | Violet Edwards (Māori Standing Committee representative)   |
| <b>Apologies:</b>           | Mayor Martin Connelly (Leave of absence – listed as an apology as per Standing Orders 13.3).   |
| <b>In Attendance:</b>       | Janice Smith (Chief Executive), Russell O’Leary (Group Manager Planning and Environment), Nick Eagle (Planning Manager) Narida Hooper (Pou Māori), Lina McManus (Funding Coordinator) and Amy Andersen (Committee Advisor),<br><br>Ree Anderson and Richard Knott (Consultants). |
| <b>Conduct of Business:</b> | This meeting was held in the Supper Room, Waihinga Centre, 62 Texas Street, Martinborough, and was livestreamed on the Council’s YouTube Channel. The meeting was held in public from 9:02am to 11:15am.   |

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**A Open Section**

**A1. Karakia Timatanga - Opening**

Cr Maynard opened the meeting.

**A2. Apologies**

*STRATEGY WORKING COMMITTEE RESOLVED (SWC2024/34) to accept apologies from Cr Woodcock for late arrival.*

*(Moved Cr Gray/Seconded Cr Maynard)*

Carried

**A3. Conflicts of Interest**

There were no conflicts of interest.

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## **B Deliberations – Featherston Masterplan**

Mr O’Leary spoke to matters included in the report and summarised the recommended changes.

Mr O’Leary was supported by Mr Eagle, Ms Anderson and Mr Knott when responding to queries from members, including a request for clarification when talking about the main street for Featherston (this is Fitzherbert Street), zoning, and clarification regarding linkage to the Wairarapa Combined District Plan.

Members held deliberations on the recommendations (refer to table 7 below). The key topics of discussion included car parking (volume, access to businesses), pedestrian crossings on Fitzherbert Street (placement and safety concerns). Noted, there has been no decision on a fourth crossing on Fitzherbert Street at this stage.

Members queried whether Council could lobby Waka Kotahi for a roundabout at Wakefield Street end and Boundary Road end, which would support with emerging issues if rail crossing were closed at Brandon Street. This relates to enhanced safety measures at the intersection.

Mr O’Leary tabled information for Option 3B – costings for preferred access option – please refer to Appendix 1. Mr Eagle spoke to the information provided to the Committee. Members noted the urgency needed in relation to the accessway as business are being affected since the installation of traffic island outside the pharmacy on Fitzherbert Street. Noted, Kiwirail have offered to meet with affected businesses to address the issues.

**Action 157:** Officers to continue investigation of access way from Featherston Community centre to Fitzherbert Street and car parking capacity, noting that this will be added to the deliberations report for the Enhanced Annual Plan 2024-25, scheduled to be heard in May 2024.

Members discussed Options, referring to section 8 of the report. Mr O’Leary responded to queries from members regarding soil classification types, linkage to the District Plan, and government policies in relation to highly productive land.

Cr McAulay left the meeting at 10:45am.

Members indicated their preference as Option C in relation to Table 8.

Members discussed Table 8E - a proposed Heritage fund.

Cr Plimmer declared a conflict of interest in relation to the heritage discussion (Table 8E) due to his appointment to the Wairarapa Combined District Plan Joint Committee and remained at the table, but did not discuss this element of the report.

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Members requested an Option (e) be added to Table 8E – to reduce the existing heritage provisions in the Town Centre, additionally individually identified residential heritage buildings to be protected.

Members queried mixed-use zoning (commercial with on-site living) and clarity of this in the Masterplan. Ms Anderson noted that the plan can be altered to make sure it's clear to existing owners in terms of transparency.

Members noted that off street parking needs to be accounted for in new mixed zone developments, prioritising commercial success.

Members queried car parking requirements for businesses.

Cr Woodcock arrived at 11:04am.

Members acknowledged the Planning and Democracy and Engagement teams for their work to date, and the local community for their participation, noting that it overall it had been a positive process.

*STRATEGY WORKING COMMITTEE RESOLVED (SWC2024/35) to:*

1. receive the *Draft Featherston Masterplan Deliberations* Report.  
(*Moved Cr Maynard/Seconded Cr Olds*) Carried
2. to extend the meeting past 11:02am (as per Standing Order 4.2 - Meeting Duration).  
(*Moved Cr Plimmer/Seconded Cr Bosley*) Carried
3. endorse the recommended amendments to the Draft Featherston Masterplan as outlined in Table 7 below, including the additional amendments; and
4. request that the final Draft Featherston Masterplan and Implementation Plan be reported back to the Strategy Working Committee for final review and adoption at the Committee's meeting on 5 June 2024.

[Items 3 & 4 read together]

(*Moved Cr Gray/ Seconded Cr Olds*)

For: Acting Mayor Sadler-Futter, Cr Olds, Cr Maynard, Cr Gray, Cr Ellims and Cr Bosley.

Abstained: Cr Woodcock.

Against: Cr Plimmer.

Carried 6/1

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| Table 7<br>Amend the Following Sections of the Draft Featherston Masterplan (DFM)   | Change suggested as per the deliberations report  | Further amendments to suggested changes (as highlighted)  |
|---|---|---|
| <b>Section 5: Key Challenges and opportunities (page 8)</b>   | <ul style="list-style-type: none"> <li>Section 5.1 Themes Suggest adding the words “cost effective” to Theme c</li> <li>Add to Theme c as follows:<br/>c. Promoting coordinated, <b>cost effective</b> and resilient development and ensure that the town is future proofed</li> </ul>  | None recorded.  |
| <b>Section 6 Our Process and Engagement (page 9) and Section 7 Engagement Summary</b>   | <ul style="list-style-type: none"> <li>Update section 6 and 7 “Our Process and Engagement Summary” to reflect the engagement that has occurred since the Draft Featherston Masterplan was publicly notified. Include this Summary as an Appendix in the Final Masterplan.</li> </ul>  | None recorded.  |
| <b>Section 10 Vision and 6 Guiding Principles: page 13</b><br><br><b>Section 10.1 Our Vision Suggest amending as follows:</b> | <ul style="list-style-type: none"> <li>Suggest the first Vision be amended to: <ul style="list-style-type: none"> <li>Include the words “and diverse”</li> <li>Delete the words of “workers, families and creatives”</li> <li>So that the vision reads:<br/>‘A thriving <b>and diverse</b> community; all supporting each other.’</li> </ul> </li> <li>This responds to submitters concerns for the vision to be more inclusive.</li> </ul>                 | None recorded.  |
| <b>Section 10.2 Principles: Suggest amend Principles 5 and 6 as follows</b>   | <ul style="list-style-type: none"> <li>Suggest principle 5 be amended to read:<br/>“5. Caring for our physical and natural environment, <b>being sustainable</b> “</li> <li>Suggest principle 6 be amended to read:<br/>“6. Doing what we can, <b>within our means</b>, being solution focused.”</li> </ul>   | None recorded.  |
| <b>Section 11.3 The focus of the plan (page 16)- The 2 top priorities</b>   | <ul style="list-style-type: none"> <li>Suggest amending top priority (i) which currently reads: “An enhanced main street and a connected town centre heart” so that it reads:<br/>“An enhanced Town Centre including the Main Street and a connected Mid-Town Park Hub”<br/>(i.e. rename the currently labeled Town Centre Heart to Mid- Town Park Hub to ensure that it is clear that the Town Centre consists of both the Main Street and Mid-</li> </ul> | <ul style="list-style-type: none"> <li>Suggest amending top priority (i) which currently reads: “An enhanced main street and a connected town centre heart” so that it reads:<br/>“An enhanced Town Centre including <b>Fitzherbert Street</b> and a connected Mid-Town Park Hub”<br/>(i.e. rename the currently labeled Town Centre Heart to Mid- Town Park Hub to ensure that it is clear that the Town Centre consists of both <b>Fitzherbert Street</b> and Mid-</li> </ul> |

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|---|--|--|
|   | <p>Town Park Hub (see submission 78)</p> <ul style="list-style-type: none"> <li>Delete the existing priority (ii) which reads: “Transformative pedestrian link to the Train Station and replace with the new priority (ii) below: <ul style="list-style-type: none"> <li>“(ii) Upgrade existing infrastructure, amenities and services, including upgrading the link to the Train Station to improve useability and safety”</li> </ul> </li> </ul>   | <p>Town Park Hub (see submission 78)</p> <ul style="list-style-type: none"> <li>Delete the existing priority (ii) which reads: “Transformative pedestrian link to the Train Station and replace with the new priority (ii) below: <ul style="list-style-type: none"> <li>“(ii) Upgrade existing infrastructure, amenities and services, including upgrading the link to the Train Station to improve useability and safety, with a future transformative vision.”</li> </ul> </li> </ul> <p style="text-align: right;">Ree addition for final draft 9:35am.</p>  |
| <p><b>Add in an additional 7<sup>th</sup> focus to Section 11.3 (additional bullet point)</b></p>   | <ul style="list-style-type: none"> <li>Proposed additional focus Section 11.3 page 16: <p>“Ensure mana whenua, Māori <b>and the broader community</b> are involved in detailed designs for the <b>Town Centre including the Mainstreet and Mid-Town Park Hub</b> and other initiatives that shape the future of Featherston”</p> </li> </ul>   | <ul style="list-style-type: none"> <li>Proposed additional focus Section 11.3 page 16: <p>“Ensure mana whenua, Māori <b>and the broader community</b> are involved in detailed designs for the <b>Town Centre including Fitzherbert Street and Mid-Town Park Hub</b> and other initiatives that shape the future of Featherston”</p> </li> </ul>   |
| <p><b>Sections 11.8 and 11.9k Daniel Street</b></p> <p><b>And Section 13.4 KiwiRail projects And</b></p> <p><b>Updates recommended to be made to Design Maps 1: Page 24</b></p> | <ul style="list-style-type: none"> <li>Section 11.8 and Section 11.9k page 18-19 and section 13.3 a and b DFM: <ul style="list-style-type: none"> <li>Amend so that Daniel Street is retained as a 2-way vehicular accessway; retaining parking on Daniel Street; upgrading the shared pedestrian/cycleway along Daniel Street</li> <li>Amend to remove reference to the closure of Fox Street</li> </ul> </li> <li>Design Map 1: Mainstreet- West Linkage to Train Station- South: <ul style="list-style-type: none"> <li>Raised crossing at west entry to town centre retained.</li> </ul> </li> </ul> | <ul style="list-style-type: none"> <li>Section 11.8 and Section 11.9k page 18-19 and section 13.3 a and b DFM: <ul style="list-style-type: none"> <li>Amend so that Daniel Street is retained as a 2-way vehicular accessway; retaining parking on Daniel Street; upgrading the shared pedestrian/cycleway along Daniel Street</li> <li>Amend to remove reference to the closure of Fox Street.</li> </ul> </li> <li>Design Map 1: <b>Fitzherbert Street</b>- West Linkage to Train Station- South: <ul style="list-style-type: none"> <li>Raised crossing at west entry to town centre retained.</li> </ul> </li> </ul> |

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| <b>Table 7</b><br><b>Amend the Following Sections of the Draft Featherston Masterplan (DFM)</b> | <b>Change suggested as per the deliberations report</b>   | <b>Further amendments to suggested changes (as highlighted)</b>  |
|---|---|--|
|   | <ul style="list-style-type: none"> <li>○ Reduced amount of new tree planting- and include tree planting in movable planters.</li> <li>○ New footpath along front of petrol station retained.</li> <li>○ New raised pedestrian crossing outside at east end of petrol filling station retained.</li> <li>○ Existing pedestrian crossing outside of supermarket upgraded retained.</li> <li>○ Kerb lines not altered other than where required to provide the above features, to reduce impact on availability of on street car parking.</li> <li>○ Daniell Street to remain two way, with no change in on street parking.</li> <li>○ 3m shared (pedestrian/cycle) shared path provided on west side of Daniell Street to provide final section of linkage to station (this may require removal of existing trees).</li> <li>○ Multi-use space deleted.</li> <li>○ No changes at this time to Fox Street level crossing.</li> </ul> | <ul style="list-style-type: none"> <li>○ Reduced amount of new tree planting- and include tree planting in movable planters.</li> <li>○ New footpath along front of petrol station retained.</li> <li>○ <del>New raised pedestrian crossing outside at east end of petrol filling station retained.</del></li> <li>○ Existing pedestrian crossing outside of supermarket upgraded retained.</li> <li>○ Kerb lines not altered other than where required to provide the above features, to reduce impact on availability of on street car parking.</li> <li>○ Daniell Street to remain two way, with no change in on street parking.</li> <li>○ 3m shared (pedestrian/cycle) shared path provided on west side of Daniell Street to provide final section of linkage to station (this may require removal of existing trees).</li> <li>○ Multi-use space deleted.</li> <li>○ No changes at this time to Fox Street level crossing.</li> </ul> |
| <b>Updates recommended to be made to Design Maps 2: (page 26)</b>                               | <ul style="list-style-type: none"> <li>● Design Map 2 - Alter title to Read: Town Centre: Main Street East and Booktown Precinct <ul style="list-style-type: none"> <li>○ Shared spaces shown for Birdwood Street retained. Note: the space available for vehicles in these is sufficient to allow two way traffic. The future detailed design of these spaces can ensure that it is clear that this space does allow the free movement of vehicles through these streets.</li> </ul> </li> </ul>   | <ul style="list-style-type: none"> <li>● Design Map 2 - Alter title to Read: Town Centre: <b>Fitzherbert Street East</b> and Booktown Precinct <ul style="list-style-type: none"> <li>○ Shared spaces shown for Birdwood Street retained. Note: the space available for vehicles in these is sufficient to allow two way traffic. The future detailed design of these spaces can ensure that it is clear that this space does allow the free movement of vehicles through these streets.</li> </ul> </li> </ul>  |

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|---|---|---|
|   | <ul style="list-style-type: none"> <li>○ Raised table at west end of 'Squirkle' deleted.</li> <li>○ Existing pedestrian crossing over SH2 east of Birdwood Street upgraded to raised crossing.</li> <li>○ Kerb lines on SH2 not altered other than where required to provide the above features, to reduce impact on availability of on street car parking.</li> <li>○ Fox Street (north of SH1) redesigned as shown in consultation draft plan, to allow easier pedestrian movement between areas of open space. Area altered reduced in length to stop at rear of Engine Shed. Note: The continued use of the proposed angled parking in the future detailed design of this area, can ensure that existing car parking numbers can be maintained. Note: the carriageway space for two way vehicle movement has not altered from existing.</li> <li>○ Potential for additional car parking in the existing 'paper road' to the east of the play park retained.</li> <li>○ New raised crossing at east entry to town centre retained.</li> <li>○ Fox Street (south of SH1) formed into shared space. Note: the space available for vehicles altered to ensure that this is sufficient to allow two way traffic. The future detailed design of this space</li> </ul> | <ul style="list-style-type: none"> <li>○ Raised table at west end of 'Squirkle' deleted.</li> <li>○ Existing pedestrian crossing over SH2 east of Birdwood Street upgraded to raised crossing. (Not required, crossing already raised).</li> <li>○ Kerb lines on SH2 not altered other than where required to provide the above features, to reduce impact on availability of on street car parking.</li> <li>○ Fox Street (north of SH2) redesigned as shown in consultation draft plan, to allow easier pedestrian movement between areas of open space. Area altered reduced in length to stop at rear of Engine Shed. Note: The continued use of the proposed angled parking in the future detailed design of this area, can ensure that existing car parking numbers can be maintained. Note: the carriageway space for two way vehicle movement has not altered from existing.</li> <li>○ Potential for additional car parking in the existing 'paper road' to the east of the play park retained.</li> <li>○ New raised crossing at east entry to town centre retained.</li> <li>○ Fox Street (south of SH2) formed into shared space. Note: the space available for vehicles altered to ensure that this is sufficient to allow two way traffic. The future detailed design of this space can ensure</li> </ul> |

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|--|---|--|
|  | <p>can ensure that it is clear that this space does allow the free movement of vehicles through these streets (except when closed for events).</p> <ul style="list-style-type: none"> <li>○ Alter name 'Birdwood Street' south of SH1 to correctly read 'Lyon Street'</li> <li>○ Correct plan to show planting at north end of Lyon Street removed; this was an error included on the original plan.</li> </ul>   | <p>that it is clear that this space does allow the free movement of vehicles through these streets (except when closed for events).</p> <ul style="list-style-type: none"> <li>○ Alter name 'Birdwood Street' south of SH2 to correctly read 'Lyon Street'</li> <li>● Correct plan to show planting at north end of Lyon Street removed; this was an error included on the original plan.</li> </ul>   |
| <p><b>Updates recommended to be made to Design Maps 3:Page 28</b></p>  | <ul style="list-style-type: none"> <li>● Design Map 3 – Linkage to train Station - North <ul style="list-style-type: none"> <li>○ Amend to remove new shared path along Johnston Street and link to this along Bell Street.</li> <li>○ Retain shared path from access to Train Station car park to Sports Hub (more clearly seen on plan at 14.1).</li> </ul> </li> </ul>   | <p>None recorded.</p>  |
| <p><b>Consequential changes made to:</b></p> <p><b>Other minor updates to Masterplan Document to correct any minor errors.</b></p> | <ul style="list-style-type: none"> <li>● Overall Masterplan Strategy Plan and Legend at 11.1</li> <li>● Plan at 14.1</li> <li>● 11.9 Key Features in the Town Centre and Train Station Areas</li> <li>● 13.1 Key Features of Main Street Revitalisation and Upgrades</li> <li>● 13.2 Key Features of Upgrade in 'Town Heart' – Recreation and Open Space Precinct</li> <li>● 13.3 Key Features of Link to Train Station Hub and Sports Hub</li> <li>● 13.4 KiwiRail Projects</li> <li>● 14.2 Main Street West End</li> <li>● 14.3 Linkage to Train Station and Sports Hub (South End)</li> <li>● 14.4 Upgrade in 'Town Heart' – Recreation and Open Space Precinct</li> <li>● 14.5 Main Street East End and Booktown Precinct</li> <li>● 14.6 Linkage to Train Station and Sports Hub (Centre and North End)</li> </ul> | <ul style="list-style-type: none"> <li>● Overall Masterplan Strategy Plan and Legend at 11.1</li> <li>● Plan at 14.1</li> <li>● 11.9 Key Features in the Town Centre and Train Station Areas</li> <li>● 13.1 Key Features of Fitzherbert Street Revitalisation and Upgrades</li> <li>● 13.2 Key Features of Upgrade in 'Town Heart' – Recreation and Open Space Precinct</li> <li>● 13.3 Key Features of Link to Train Station Hub and Sports Hub</li> <li>● 13.4 KiwiRail Projects</li> <li>● 14.2 Fitzherbert Street West End</li> <li>● 14.3 Linkage to Train Station and Sports Hub (South End)</li> <li>● 14.4 Upgrade in 'Town Heart' – Recreation and Open Space Precinct</li> <li>● 14.5 Fitzherbert Street East End and Booktown Precinct</li> <li>● 14.6 Linkage to Train Station and Sports Hub (Centre and North End)</li> </ul> |

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|---|--|--|
|   | <ul style="list-style-type: none"> <li>15. Priorities and Implementation Plan</li> </ul> | <ul style="list-style-type: none"> <li>15. Priorities and Implementation Plan</li> </ul> |

**C Karakia Whakamutunga - Closing**

Cr Maynard closed the meeting.

The meeting closed at 11:15am.

**Appendix 1 -**

**Confirmed as a true and correct record**

.....(Chair)

.....(Date)

.....(Chief Executive)

.....(Date)

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# Appendix 1 - Featherston Community Centre to Main Street Option 3B - Costings

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## **Featherston Community Centre to Main Street Option 3B (April 2024)**

### **Costings for preferred access option**

Recent further engagement has been undertaken with landowners regarding the options outlined 1a – 3c linking the Featherston community center with Fitzherbert Street. This was undertaken with the following landowners:

34 Fox Street (Medical Centre): [REDACTED]

38-40 Fox Street: [REDACTED]

33 Fitzherbert Street: [REDACTED]

As a result of consultation 3B become the most likely option as follows:

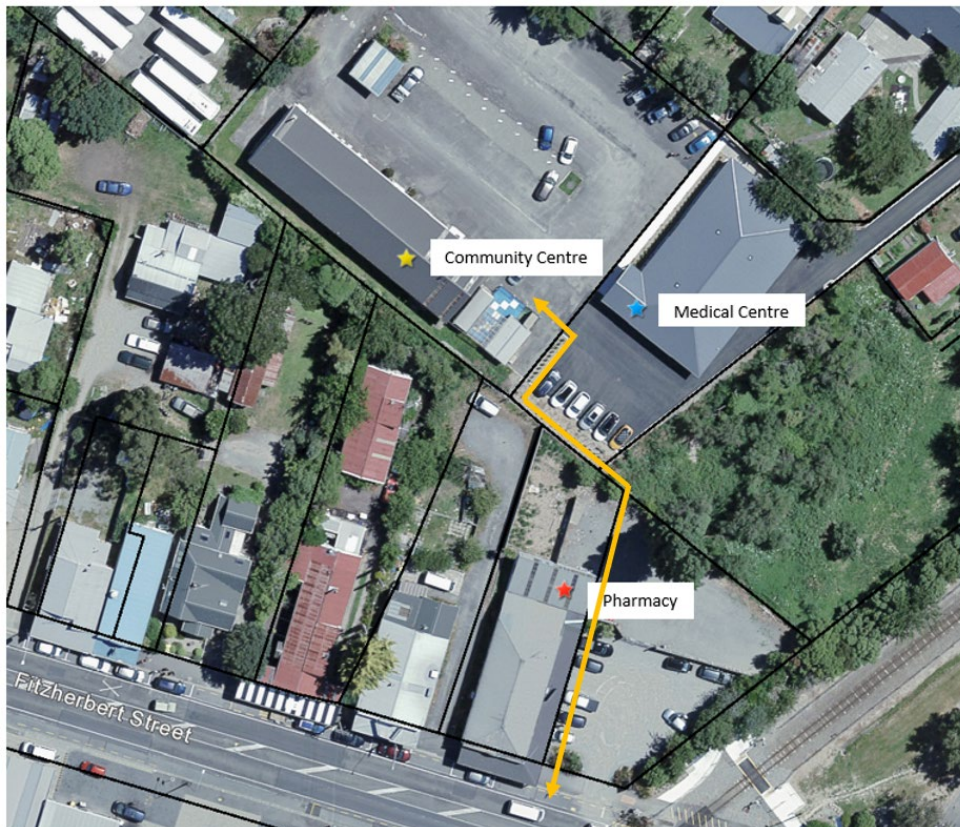


Fig 1. Option 3b location – pedestrian walkway only

**Option 3b - Pedestrian walkway through medical center to pharmacy. Purchase or create an easement.**

### **Costs**

- **Surveying**
  - o Defining boundaries **\$2,000 - \$5,000.**
- **Land Information New Zealand Dealings**

- LINZ fees/disbursements **\$102 per registration**. This is likely to be one registration over the three titles.
  - **Lawyers**
    - Advice on easement **\$450 - \$600 +GST**.
    - Preparing Easement Instrument, Registration, signing and certifying the dealing **\$900 - \$1,000 +GST**
    - Legal advice for other parties. Hard to say but would **expect \$500 - \$700 +GST**
    - Mortgagee consent. Sometimes the banks charge for consent **(approx. \$100)**.
  - **Construction Fees**
    - Pavers **\$55,000.00 +GST**
    - Lighting including underground cables (bollards lights) **\$35,000.00 +GST**
    - Signage **\$10,000.00 +GST**
    - Drainage **\$7,500.00 +GST**
    - Allow annual cleaning and power for lighting **\$5,000.00pa +GST**
    - CCTV and landscaping not included.
- Potential cost range \$134,552 - \$138,002 (including GST)**

**A second option is to have a two-way vehicle access along the same route as 3b.**

Allowance for 6 m wide vehicle access for Fitzherbert St to medical centre approximately 80m in length.

### **Costs**

- **Surveying**
  - Defining boundaries **\$2,000 - \$5,000**.
- **Land Information New Zealand Dealings**
  - LINZ fees/disbursements **\$102 per registration**. This is likely to be one registration over the three titles.
- **Lawyers**
  - Advice on easement **\$450 - \$600 +GST**.
  - Preparing Easement Instrument, Registration, signing and certifying the dealing **\$900 - \$1,000 +GST**
  - Legal advice for other parties. Hard to say but would **expect \$500 - \$700 +GST**
  - Mortgagee consent. Sometimes the banks charge for consent **(approx. \$100)**.
- **Construction**
  - Carraigeway and surfacing **\$96,000**
  - Construct Kerb and channel **\$32,000**
  - Vehicle crossing @ Fitzherbert St **\$7,000**
  - Drainage etc **\$8000**
  - Pavers **\$55,000.00 +GST**
  - Lighting including underground cables (bollards lights) **\$35,000.00 +GST**
  - Signage **\$10,000.00 +GST**
- **Potential cost range \$247,256 - \$250,706 (including GST)**