**SUBDIVISION 224c CHECKLIST**

# DETAILS

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| **RM NO(S)**  *Note: All variations to original subdivision consent to be listed* | **Original Consent:** |  | |
| **Variation consent(s):** |  | |
| **APPLICANT** |  | | |
| **LOCATION** |  | | |
| **CONSENT DESCRIPTION** |  | | |
| **DATE CONSENT ISSUED** |  | | |
| **NEW DEPOSITED PLAN NUMBER** |  | | |
| **DATE APPLIED FOR** |  | | |
| **STAGE** |  | | |
| **NO. OF LOTS (EXCL ROADS/RESERVES)** |  | | |
| **DATE ENGINEERING ACCEPTANCES (EA) ISSUED** | **Original EA:** | |  |
| **Variation EA (s):** | |  |
| **APPLICANTS REPRESENTATIVE (COMPANY NAME AND INDIVIDUAL SUBMITTING APPLICATION)** |  | | |
| **REQUEST TO BOND OUTSTANDING WORKS**  Bond requests will only be considered under exceptional circumstances and on a case-by-case basis. Bonds relating to essential services are unlikely to be accepted. A full detailed explanation to be provided along with two independent quotes no older than three months old.  **Note:** A bond request must be “approved in-principle” prior to submitting your 224c application. |  | | |

# CERTIFICATES TO BE SIGNED

**NOTES:**

* Developer/Consultant is responsible for setting-up correct certificate wording in Landonline for review and signing by Council
* See Schedule 1 of LINZ guidance document “*Deposit of survey plans for the subdivision of land; Guideline 2018*” *for recommended format of RMA Certificates (LINZ Weblink:* <https://www.linz.govt.nz/resources/regulatory/deposit-survey-plans-subdivision-land-guideline-2018-linzg20777>)

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| **TO BE SIGNED WITH:**  **TA CERTIFICATE REQUIRED** | **DESCRIPTION OF CERTIFICATE** | **DEVELOPER COMMENTS:** | **QLDC COMMENTS:** |
| **223 (already issued)** | **If 223 already signed, provide Issue Date**  *Note: Please check/confirm consent has not lapsed. Consent Holder has 3 years to obtain 224c following issue of 223 certificate* |  |  |
| **223** | **“Schedule of Easements” or No easements** |  |  |
| **223 e** | **“Memorandum of Easements” pursuant to s243e** |  |  |
| **223 a** | **New amalgamations pursuant to s220**  *Note: Amalgamation condition and CSN to be included on LT plan*  **Specific amalgamation certs required**  *e.g. 220(1)(b)*  *220(1)(b)(ii)&(iii)* |  |  |
| **241(3)** | **Cancel existing amalgamation condition(s) or request separate title**   * *Note: Cancellation of amalgamation condition requires prior approval via a formal decision issued by the Council’s Resource Consent Planning team (similar to a resource consent). See requirements under s220 RMA* |  |  |
| **240(4)** | **Cancel existing amalgamation covenant(s)**  *Note: Cancellation of amalgamation covenant requires prior approval via a formal decision issued by Council’s Resource Consent Planning team (similar to a resource consent) See requirements under s240 RMA* |  |  |
| **226** | ***Certification to allow a separate Record of Title (RoT) to be issued for an allotment***  *Note: Satisfaction of RMA s226(e) requirements must be confirmed via a formal written approval from Council’s Resource Consent Planning team prior to the issuing of any s226 certificate* |  |  |
| **243e** | **Easement cancellation**   * *Full details for each easement (e.g. related Easement Instrument and details of Burdened and Benefited land)* * *Explanation for why it is appropriate to cancel the easement (e.g. any alternative arrangements in place for services, approvals from Benefited landowners etc)* |  |  |
| **239** | **239 certification**  *Existing easements/interests on new land being vested as reserve* |  |  |
| **224f** | **Building Code compliance**  *Note: Please supply details and current status of all relevant Building Consent* |  |  |
| **32(2)(a)** | **Unit measurability**  Does building have roof and walls |  |  |
| **224c** | **All conditions met** |  |  |
| **224c** | **Consent Notice** |  |  |
| **224c** | **Various Conditions** *(Some conditions satisfied- a s108 or s222 Bond entered into, with or without a consent notice)* |  |  |
| **ANY OTHER CERTIFICATE** | *Note: Draft documents and wording (MS word or Landonline) to be supplied* |  |  |

# APPROVALS TO BE SUBMITTED WITH APPLICATION

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| **APPROVAL FROM:** | **DEVELOPER COMMENTS:** | **QLDC COMMENTS:** |
| **ENGINEERING ACCEPTANCE(S) OBTAINED AND ALL CONDITIONS OF ENGINEERING ACCEPTANCE SATISFIED** |  |  |
| **CONNECTION TO COUNCIL SERVICES** |  |  |
| **LANDSCAPE PLAN**  To be provided if private landscaping is a requirement of resource consent.  **Inspection by Landscape Architect (L.A.) required. Developer to advise if:**   1. Any gates or locks on the property we need to be aware of. 2. Any animals on the property. 3. Surveyor or client wishes to attend the inspection. 4. Any other information the L.A. should be aware of prior to the site inspection. |  |  |
| **PARKS AND RESERVES**  *For vested reserves assets, Council walkway/cycleway easements (RoW) and street landscaping/ trees/furniture etc.*  *Please provide the date of the full council approval and relevant documentation for any recreation reserves to be vested.* |  |  |
| **ROAD NAMING APPROVAL**  *Required for vested roads, private roads and Rights of Way serving six or more lots. E.g. ref number* ***RNXXXXXX*** |  |  |
| **INTERESTS TO REMAIN ON NEW VESTED RESERVES**  *Parks & Reserves approval required prior to s239 certification* |  |  |
| **ROAD TO BE DEDICATED (RATHER THAN VESTED)**  *(Not acceptable without written approval from LINZ)* |  |  |

# RURAL DRINKING WATER REQUIREMENTS

Environmental Health team to assess drinking water and water test requirements under the resource consent

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| **INFORMATION REQUIRED** | **DEVELOPER COMMENT** |
| **CONFIRMATION OF THE WATER SUPPLY:**  *Is the supply existing or new supply* |  |
| **TAUMATA AROWAI REGISTRATION:**  *If registered, please supply a copy of the Water Safety Plan or acceptable solution details* |  |
| **NUMBER OF PERSONS TO BE SUPPLIED:** |  |
| **WATER SAMPLE DETAILS (RAW or TREATED):**  *Note that water samples must be taken form the source* |  |
| **HAIL SITES:**  *Details of any HAIL sites or contaminated land that could affect the water supply* to be provided |  |
| **ORC BORE/WELL NUMBER(S):** |  |
| **ORC TAKE CONSENT OR DETAILS THAT IT IS A PERMITTED TAKE:** |  |
| **WATER TREATMENT:**  *Is the supply currently treated or is there a water treatment report for review* |  |
| **LATEST FLOW TESTS:**  *To confirm the end flows meet the anticipated design flows* |  |

# 5. SCHEDULE OF ASSETS

Schedule of all assets submitted in regard to all assets to be taken over (vested) by Council

([https://www.qldc.govt.nz/services/resource-consents/land-developments-and-subdivisions#code-of-practice](https://www.qldc.govt.nz/services/resource-consents/land-developments-and-subdivisions) )

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| **THE SCHEDULE SHALL UTILISE QLDC’S ASSET REGISTER TEMPLATES**  *The following data to be included with this application:* | **DEVELOPER COMMENT** | **QLDC COMMENT** |
| 3 waters and roading as-built (ArcGIS Webmap) |  |  |
| RAMM spreadsheet (XLSX) |  |  |
| Street Light documentation (ROI, COC, ESC) |  |  |
| Parks and Reserves Open Space Asset Data |  |  |

# 6 ENGINEERING REVIEW & ACCEPTANCE CONDITIONS [INSERT EA REFERENCE AND ISSUED DATE HERE].

**NOTES:**

* *Provide comment on how each condition (or sub-condition) has been met or supply clear explanation for why any condition or part of a condition is not relevant to the current stage or lots seeking title. Commenting “N/A” is not acceptable.*
* *Where conditions are split into ‘sub-conditions’ (e.g. Condition 1(a), 1(b)ii, 1(c)iv etc), each sub-condition should be split out and individually addressed in its own table below.*

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**ENGINEERING REVIEW & ACCEPTANCE ISSUED [INSERT EA REFERENCE AND ISSUED DATE HERE]. NOTES:**

* *Use this for any additional engineering acceptances (e.g. Partial, Staged or variations)*
* *Provide comment on how each condition (or sub-condition) has been met or supply clear explanation for why any condition or part of a condition is not relevant to the current stage or lots seeking title. Commenting “N/A” is not acceptable.*
* *Where conditions are split into ‘sub-conditions’ (e.g. Condition 1(a), 1(b)ii, 1(c)iv etc), each sub-condition should be split out and individually addressed in its own table below.*

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# SUBDIVISION CONSENT CONDITIONS (USE CONDITION NUMBERING AS PER LATEST VARIATION, IF APPLICABLE). NOTES:

* *All Subdivision Decision conditions must be included below.*
* *Provide comment on how each condition (or sub-condition) has been met or supply clear explanation for why any condition or part of a condition is not relevant to the current stage or lots seeking title. Commenting “N/A” is not acceptable.*
* *Where conditions are split into ‘sub-conditions’ (e.g. Condition 1(a), 1(b)ii, 1(c)iv etc), each sub-condition should be split out and individually addressed in its own table below.*

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# FINANCIAL MATTERS ASSOCIATED WITH SUBDIVISION CONSENT CONDITIONS

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| **MATTER:** | **DEVELOPER COMMENTS:** | **QLDC COMMENTS:** |
| **DEVELOPMENT CONTRIBUTIONS:**  Note: The Subdivision Team will request this once the 224c application is lodged |  |  |
| **BONDS:**  Once a Bond Agreement has been signed by both parties, QLDC will issue a bond invoice, based on the higher value of the two quotes supplied times 1.5 |  |  |
| **All other invoices:**  All outstanding invoices relating to the resource consent and related applications, must be paid prior to issuing 224 |  |  |

# QLDC INTERNAL SIGN OFF (QLDC INTERNAL USE ONLY)

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| **QLDC SUBDIVISION INSPECTOR SIGN OFF** | | |
| Date of final 224(c) inspection |  | |
| As-builts checked on site |  | |
| I can confirm that all the physical works for 224(c) have been completed to the extent required by the conditions of the resource consent and there are no related matters preventing issue of 224c. | **SIGNED:** | **DATE:** |
| **SUBDIVISION TEAM - 224c SIGN OFF** | | |
| **Processing Subdivision Officer** | **NAME:** | **Date:** |