**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 ISSUED** |  | |
| **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 unlikely to be accepted. A full detailed explanation to be provided along with two independent quotes no older than three months old |  | |

# 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** | **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 pursuant to s243e** |  |  |
| **223 e** | **Memorandum of easements** |  |  |
| **223 a** | **New amalgamations**  *(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)*  *220(1)(b)(iv)]* |  |  |
| **241(3)** | **Cancel amalgamations or request separate title:**   * **Existing amalgamation condition(s)**   *[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)** | * **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 Consents]* |  |  |
| **32(2)(a)** | **Unit measurability**  **Does building have roof and walls** |  |  |
| **224c** | **All conditions met** |  |  |
| **224c** | **Consent Notice** |  |  |
| **224c** | **Various Conditions** *(Some conditions satisfied and a CN and/or Bond entered into)* |  |  |
| **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 ARCHITECT (L.A.)**  *(REQUIRED IF ANY PRIVATE LANDSCAPING CONSENTED)*  **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.)* |  |  |
| **ROAD NAMING APPROVAL:**  *(Required for vested or private roads or Rights of Way serving six or more lots)* |  |  |
| **INTERESTS TO REMAIN ON COUNCIL RESERVES**  *Parks & Reserves approval required prior to s239 certification* |  |  |
| **ROAD TO BE DEDICATED (RATHER THAN VESTED)**  *(Not acceptable without written approval from LINZ)* |  |  |

# 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> )

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| **THE SCHEDULE SHALL UTILISE QLDC’S ASSET REGISTER TEMPLATES**  *The following data is 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 |  |  |

# ENGINEERING ACCEPTANCE CONDITIONS

**ENGINEERING REVIEW & ACCEPTANCE ISSUED [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:** *Provide a detailed explanation on why the condition cannot be met and the bond is required along with 2x quotes as per bond policy (quotes should not be older than 3 months old)* |  |  |
| **All other invoices:** *All outstanding invoices relating to this consent must be paid prior to 224c issuing* |  |  |

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# QLDC INTERNAL CHECKLIST (QLDC INTERNAL USE ONLY)

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| **QLDC SUBDIVISION INSPECTOR TO COMPLETE:** | | |
| Date of final 224(c) inspection |  | |
| Engineering Checklist complete |  | |
| 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.** | | |
| **NAME OF COUNCIL SUBDIVISION INSPECTOR:** | **SIGNED:** | **DATE:** |
| **Landscape Architect Sign off** | | |
| **LANDSCAPE ARCHITECT:**  Company: | **NAME:** | **DATE:** |
| **SUBDIVISION TEAM: All Remaining matters for 224c sign off:** | | |
| **Processing Subdivision Officers** | **Processing Officer** | **Peer Reviewer:** |