

# Application for Approval & Deposit of Survey Plans & Restrictions upon Deposit of Survey

Sections 223 and 224 of the Resource Management Act.

**! Important: Please include this completed form with your application.**

Please ensure all required information is included with your application, incomplete applications will not be accepted for processing and returned to you as incomplete.

Should the fees for the time taken to process your application exceed that of the deposit paid, an invoice for the additional time will be charged.

All applications shall be submitted as a One Drive, Dropbox or Share Point link with the following folders:

- General info
- 223 info
- Certification of plans
- Vehicle crossings
- Shared accessways
- Servicing
- Other conditions subject to Sec 224

## 1. Application details

Name of applicant:

Name of agent:

Address or title number:

Consent number:

## 2. Information requirements checklist

This checklist will ensure you provide adequate information with your application for Sections 223 and 224. If the required information is not provided, or your application is incomplete, it will not be accepted for processing and returned to you as incomplete.

	Council use		
	Y	N	n/a
<input checked="" type="checkbox"/> Applicant to check			
<b>General information</b>			
Proof that deposit fee paid (screen shot accepted)			
Copy of the most recent decision with the approved plans and conditions			
<b>Section 223 application – approval and deposit of survey plans</b>			
Title plan			
Schedule/Memorandum of easements			
Proposed amalgamation conditions			
<b>Section 224 application restrictions upon deposit of survey</b>			
Evidence that the development contribution has been paid (screen shot accepted)			

List the conditions which are required to be consent notices:

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**Certification plans**

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List conditions where certification prior to Section 224 was required. Provide evidence that the certification has been provided/completed for each relevant condition prior to lodgement of the 224:

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**Vehicle crossings (upgraded, new construction or closing of existing crossings)**

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Written confirmation from the installer that the work has been completed in accordance with the approved subdivision plans and the GDC Engineering Code of Practice.

Photographs taken from:

The road looking at the site

From the front boundary

From each side of the crossing

Culvert and associated drainage

Confirmation of the width of the crossing at the edge of the seal of the road (or metal edge, if a metal surface road) and at the property boundary.

Copy of the Corridor Access Request

Confirmation of culvert size

Confirmation from an installer of the culvert that it has been installed as per the condition of consent.

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**Shared accessway conditions**

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Evidence that plans were submitted and approved by Council prior to installation (if required by the condition of consent).

Design certificate supplied (if required by a condition of consent).

Written confirmation from the designer and installer that the work meets the standards set out in the GDC Engineering Code of Practice.

Extent of seal/shared accessway and maneuvering shown on scaled plan with the dimensions shown

Photographs of the completed accessway taken from:

The road looking at the site

From the front boundary

From the end of the accessway

Drainage

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**Servicing conditions**

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Please state the relevant Building Consent number (if building consent obtained for drainage work):

As built plans showing the following information for all services within a shared accessway and new lateral connections:

The location of each service

The size of each pipe

The depth of each pipe

Gradient of each pipe

Location of any new service laterals

Copy of the Corridor Access Request for installation of any new service laterals.

Written confirmation from the installer that the work has been completed as per the as built plans or certified plans and complies with the standards set out in the GDC Engineering Code of Practice.

If applicable, written confirmation that the relevant services are located within the relevant easement(s).

List all other conditions of consent required to be complied with prior to Section 224. Information proving that the conditions have been complied with must be included in the attachments:

### 3. Deposit and signature

The required deposit must be paid before we process your application.  
Please refer to the Fees and Charges Schedule as per the website.

I enclose a deposit of \$ \_\_\_\_\_ for processing this application.

I have paid a deposit by electronic banking of \$ \_\_\_\_\_ on \_\_\_\_\_ (date)

Council's bank account details: **Account No. 03 0638 0502288 00**

Particulars:  CODE: \_\_\_\_\_ PARTICULARS: \_\_\_\_\_  
(surname) (road name)

#### Declaration

I understand that Council may invoice me for the actual and reasonable costs incurred in processing this application.

I \_\_\_\_\_ (print your name),

Agree that:

- I am liable for all fees and charges relating to this application
- The deposit is to be paid at the time of lodging the application
- That payment is due within 30 days of the issue date of any additional charges
- The information provided in this application and the attachments are accurate.

Signature of Applicant: (or person authorised to sign on behalf of applicant)

Date: \_\_\_\_\_ [Admin check](#)

**Email the completed application form, proof of the deposit payment and link to appending information to [RC223-224@gdc.govt.nz](mailto:RC223-224@gdc.govt.nz)**