



RANGITIKEI DISTRICT COUNCIL

Summary of Subdivision Requirements

1. Documents to be Submitted for Design Approval

Prior to commencing any works on site the following documents must be submitted to the Assets Manager for approval:

- a) Engineering drawings, specifications, and calculations concerning the following work to be carried out:
- Earthworks
 - Roading
 - Drainage (stormwater and wastewater)
 - Water supply
 - Network utilities services

The following information should be shown on the drawings:

- The extent of the works showing existing and proposed roads, and the relationship of the works with adjacent works, services and/or property
- The extent of earthworks, including earthworks on proposed reserves, existing and proposed contours, areas of cut and fill, batter slopes, proposed stockpiles, subsoil drainage and silt control measures (temporary and permanent)
- The design of proposed roads (and their connections with existing roads), including plans, longitudinal and cross sections, horizontal and vertical geometry and levels, typical cross sections, details of proposed pavement, kerbing, berms, footpaths, cycleways, tree planting, roadmarking, and all other proposed road furniture.
- The horizontal and vertical alignment, lengths, sizes, materials, minimum cover, position relative to other services of all proposed water, wastewater, and stormwater mains and service connections, valves, hydrants, manholes bends, tees, meters and backflow devices.
- Water main normal static pressure head at the point of connection and at the lowest point of the works, design pressure and maximum design pressure.
- Details and location of existing and proposed telecommunications, electricity and gas supply and street lighting layout, including proposed underground and above ground junction boxes, transformers and similar equipment.

- b) A design certificate in the form of the attached Schedule 1A.

2. Notification of Contracts and Phases of Work

The developer shall notify the Assets Manager, in writing, of the names and addresses of contractors to whom it is proposed to award the work, and the nature of the work to be awarded in each case.

The developer shall notify the Assets Manager when the following phases of the work are reached to enable inspection to be carried out:

- Commencement of works
- Prior to concrete works
- Prepared earthworks and subsoil drainage, prior to filling
- Completed earthworks and prepared subgrade
- Drainage and water reticulation prior to filling
- Water and drainage reticulation during pressure testing
- Finished basecourse before the commencement of road sealing

At least 24 hours notice shall be given by the developer. Further work phases shall not proceed until inspection has been made.

3. Supervision of Work

Supervision of the works shall be undertaken by the developer's professional advisor or IQP. The level of supervision shall be CM3 as defined in the IPENZ and ACENZ Construction Monitoring Services publication.

Completion certification for construction and supervision shall be submitted upon completion of the work. Certification is required from the contractors undertaking the work and the developer's professional advisor or IQP. The certificates shall be in the form given in attached Schedules 1B and 1C.

4. Connection to Existing Services

Connection of water, drainage and other services to existing services shall be carried out by the appropriate network utility operator, or contractor approved by the network utility operator, at the cost of the developer.

The developer shall give the network utility operator 5 working days notice of the intention to connect to existing services. New services shall be tested and approved by the network utility operator prior to connection.

5. Testing

Any works required to be tested by the developer in the presence of the Assets Manager or authorised officer shall be pre-tested and proved satisfactory by the developer before test by RDC is requested.

6. Maintenance

The developer shall maintain the works until they are formally taken over by RDC, or to a date specified in a bond for completion of uncompleted works. The developer shall be responsible for defective materials and workmanship,

but not fair wear and tear or damage caused by other activities outside the control of the developer.

7. Completion Documentation

Upon completion of all subdivision and/or development, the developer shall provide the following:

- As-built plans of all infrastructure showing the information set out in Schedule 1D. As-built plans are to be submitted in both hardcopy and electronic formats.
- Evidence that all testing required has been carried out and that the test results comply with relevant specifications.
- Evidence that reticulation and plant to be taken over network utility operators have been installed to their standards and will be taken over, operated and maintained by the network utility operator concerned.
- Completion certificates as per Schedules 1B and 1C.

SCHEDULE 1A

DESIGN CERTIFICATE – LAND DEVELOPMENT/SUBDIVISION WORK

ISSUED BY:
(Suitably qualified design professional)

TO:
(Owner)

TO BE SUPPLIED TO:
(Territorial authority)

IN RESPECT OF:
(Description of land development/subdivision work)

AT:
.....
(Address)

.....
(Designer) has been engaged by
(Owner)

to provide services in respect of
the land development and/or subdivision work described above.

I have the qualifications and experience relevant to this project as
set out herein and have designed the subject works and confirm that the design is to current good engineering
practice, and that it satisfies all relevant resource consent conditions, all relevant TA requirements, and
applicable codes and standards. I / My practice holds professional indemnity insurance in the sum of
\$.....

*(Minimum amount of insurance shall be commensurate with the current amounts recommended by IPENZ,
ACENZ, TNZ, INGENIUM.)*

Qualifications and experience:

.....
.....

..... Date:
(Signature of designer)

Copyright waived

SCHEDULE 1B

CONTRACTOR'S CERTIFICATE UPON COMPLETION OF LAND DEVELOPMENT/SUBDIVISION WORK

ISSUED BY:.....
(Contractor)

TO:.....
(Principal)

TO BE SUPPLIED TO:.....
(Territorial authority)

IN RESPECT OF:.....
(Description of land development/subdivision work)

AT:.....
.....
(Address)

..... has contracted to
(Contractor) (Principal)

to carry out and complete certain land development and/or subdivision work in accordance with a contract, titled Contract No..... for ("the contract").

I..... a duly authorized representative of
(Duly authorized agent) (Contractor)

hereby certify that has carried out and completed the works, other than those outstanding works listed below, in accordance with the contract.
(Contractor)

.....
(Signature of authorized agent on behalf of)
.....
(Contractor)

Date:.....

.....
(Address)

Outstanding works
.....
.....
.....

Copyright waived

SCHEDULE 1C

CERTIFICATE UPON COMPLETION OF LAND DEVELOPMENT/SUBDIVISION WORK

ISSUED BY:.....
(Suitably qualified professional)

TO:.....
(Developer)

TO BE SUPPLIED TO:.....
(Territorial authority)

IN RESPECT OF:.....
(Description of land development/subdivision work)

AT:.....

(Address)

..... has been engaged by
(Consultant) *(Developer)*

to provide construction observation, review and certification services in respect of the above work which is described in the specification and shown on the drawings numbered.....

approved by on.....
(Territorial authority) *(Date)*

I have sighted the
(Territorial authority)

consent and conditions of consent to the works and the approved specifications and drawings.

As an independent professional, I or personnel under my control, have carried out periodic reviews of the land development work appropriate to the nature of the work and in my professional opinion, based upon reasonable enquiry, these reviews, information supplied by the contractor during the course of the works and the contractor's certification upon completion of the works (copy attached), the works, other than those outstanding works listed below, have been completed in accordance with the above consent and sound engineering practice.

..... Date.....
(Signature suitably qualified professional)

..... Member CSNZ NZIS ACENZ IPENZ
(Professional qualifications)

.....
(Address)

Outstanding works

.....
 Copyright waived

SCHEDULE 1D

AS-BUILT PLANS

Information given on as-built drawings, whether submitted electronically or as paper plans, shall include but shall not be limited to:

- (a) Stormwater and wastewater reticulation – including the co-ordinated positions of manholes, manhole inverts, inverts of pipes and lid levels, measurements to house connections, and laterals and their length and position. Positions of connections and laterals shall be both co-ordinated and referenced to adjacent manhole lids and boundary pegs. All levels shall be in terms of datum approved by the TA;
- (b) Flood and secondary flow information, flood water levels and the extent of any overland secondary flows shall be shown where these have been obtained or derived during the design;
- (c) Water reticulation – including the position of mains, location of hydrants, valves, tees, reducers, connections, tobies, specials, etc. All features shall be accurately dimensioned, co-ordinated and referenced to boundary pegs so that they can be accurately relocated in the field;
- (d) Ducts – measurements to ducts installed for utilities;
- (e) Labelling of pipes and ducts to cover diameter, pipe material and class, year laid, jointing type;
- (f) Road names – as approved by the TA;
- (g) Co-ordinates of all utility surface features to be taken over by the TA, including tobies,
- (h) The co-ordinates of at least two points on each plan in terms of an appropriate geodetic or cadastral datum and the origin of the plan level datum;
- (i) Geotechnical completion report as detailed in 2.11 of this Standard. As-built surface contours covering all areas of undisturbed and cut/fill ground to indicate the finished ground and any deviation from approved design plan;
- (j) Road construction, including location, structural details and details of road marking, signals, lighting, signs, landscape features, seating and other amenities and features;
- (k) Road surfacing information – for sealed roads, information shall include binder type and application rate, cutter type and quantity, adhesion agent type and quantity, type and quantity of other additives, the width, length and area of each street sealed, chip size, the design basis for the binder application rate and a discussion on any reasons for differences between the design and applied rate.

Copyright waived