



SOME THINGS YOU OUGHT TO KNOW ABOUT

Subdivision

If you are considering subdividing your property, you need to be aware of District Plan provisions.

The three most common forms of subdivision are:

Fee Simple – Subdivision of land into separate allotments each of which is exclusively owned (can include a boundary adjustment).

Cross Lease – Subdivision where owners of undivided shares in a multi-unit property each lease one flat from the group of owners.

Unit Title – A number of units, each with their own certificate of title, are created over an existing parcel of land (allotment). The units typically have a share in common property, which is managed by a body corporate.

All subdivisions require a Subdivision Consent from Council to ensure that any adverse effects on the environment are identified and appropriately dealt with, that all

works and services are installed to an appropriate standard, and that new sites are suitable for the intended use.

If you wish to subdivide your property you should check the rules in the District Plan and discuss your proposal with a surveyor, a planning consultant or the Council's planning staff.

In order to comply with the District Plan rules, all allotments must comply with minimum allotment areas, internal squares and frontages as set out in Table 32.1 of the District Plan (summarised at right). These rules vary depending on your property's zoning (as shown in the District Plan maps). In addition to these rules, a range of other factors also need to be considered when subdividing your property. These include: effects on the roading network (including site access), ability to connect to existing services (e.g. water, stormwater, wastewater, power and telephone), overland flowpath routes, localised flooding areas and other natural hazards. You will also be required to

pay certain contributions (e.g. road and reserve contributions and public services upgrading contributions).

DISTRICT PLAN RULES

Minimum Allotment Areas and Dimensions

Zone	Minimum Allotment Area	Minimum dimensions of allotment (m)	
		Internal Square	Frontage
Business 2	700m ²		
Residential 1	300m ²	15x15	15
Residential 2	600m ²	18x18	15
Residential 3	600m ²	15x15	15
Residential 6	400m ²	13x18	13
Rural	4ha	120x120	See District Plan
Residential 4A/4B Zone and Pegasus	See District Plan		

note

This information is intended as a guide only. The complete subdivision rules are contained in chapter 32 of the District Plan. Copies of the District Plan can be viewed at any Council service centre or library, including Christchurch Central City Library, or on our website www.waimakariri.govt.nz



WAIMAKARIRI
DISTRICT COUNCIL

CONSENTS / RULES / REGULATIONS

governing subdivisions that you should be aware of:

Regulations	Consents	Council	Consultants	Considerations
District Plan, chapter 32 Resource Management Act	Subdivision Consent Land Use Consent Building Consent	District Plan Rules Consents process Development contributions	Survey and Engineering design Project cost estimate Prepare consent application	Power and telephone Services Access Roading Levels Hazards

Process – How to subdivide your property

Step 1. Investigation and Application

Having undertaken a preliminary assessment of District Plan rules in relation to your subdivision, the next step is to obtain the services of a registered surveyor to prepare your plans and submit your application for subdivision consent. A surveyor can advise you about the most appropriate type of subdivision for your land and estimate the total cost. Application forms are available on our website or at the service centres.

Once submitted to Council your application will take approximately 20 working days to process if all the required information is provided. The processing of your application may be delayed if further information is needed. The Council will also decide whether to “notify” the application, giving the public the opportunity to make submissions on the proposed subdivision. Generally an application will not have to be notified if the Council is satisfied the negative effects on the environment are no more than minor. However, if the application is notified and any submissions are made, Council will hold a hearing

before deciding whether to grant consent.

Step 2. Subdivision Consent

The Council may impose conditions on a subdivision consent to ensure adequate servicing of land and to protect the rights of the surrounding land owners and future residents. Conditions may relate to water supply, stormwater disposal, property access, or other items. The Council will also require the payment of development contributions towards the cost of Council services, and financial contributions to mitigate any adverse effects of the subdivision.

Step 3. Certification of Survey Plan

Following consent being granted, a survey plan, which must be prepared by a registered surveyor, is submitted to Council for approval. This plan finalises the area and dimensions of the proposed lots. A section 223 certificate is then signed by Council approving the survey plan. This survey plan is subsequently returned to the Registered Surveyor for lodgement with Land Information New Zealand (LINZ) who check the plan to ensure the site boundaries are correctly defined. You have five years from the

date of the issuing of the subdivision consent to obtain a 223 certificate.

Step 4. Completion of Consent Conditions

Within three years of the date of section 223 certification the survey plan must be deposited with the District Land Registrar. Before this can be done all conditions of consent must be completed (or bonded) to the satisfaction of Council. Engineering works will generally be inspected by Council during the construction process.

Step 5. Section 224(c) Certificate

When the conditions of subdivision have been satisfied the surveyor applies for a section 224(c) certificate, which certifies that all conditions have been met to Council’s satisfaction.

Step 6. Issue of Title

The survey plan, along with the section 224(c) certificate and any other documentation, is then sent to the District Land Registrar. If complete, and when all legal matters have been attended to, the survey plan is deposited and the titles are issued for the subdivided lots.

More info

Further information can be obtained by contacting Council’s Planning Staff at the Rangiora Service Centre - phone: (03) 311 8900.

