

Information you need to supply

- ▶ A description of the proposal.
- ▶ A Certificate of Title.
- ▶ An Assessment of Environmental Effects (refer to MfE Booklet - A Guide to Preparing a Basic Assessment of Environmental Effects). As a guide the assessment should address the following matters:
 - How will access be provided? will it be shared or will each site have separate access to the road?
 - How will the site be serviced e.g sewer, septic tank?
 - Addressing any land stability issues (if applicable).
 - Infringements of any of the land use requirements e.g height, yards.
- ▶ Affected Party Approval Forms (if necessary).
- ▶ A subdivision plan including:
 - The position of all new boundaries
 - The areas of all new allotments
 - Existing buildings on the site
 - The location and widths of accessways giving legal and physical access to the allotments
 - All existing and proposed easements (for things such as shared access or utilities, power, electricity etc).

The process

Once received, a subdivision resource consent may be either notified or non-notified. For further information on these processes and timeframes please refer to GDC pamphlet 'A Guide to Resource Consents' or MfE booklet 'Applying for a Resource Consent'.

The cost

The cost of a subdivision (resource consent) is dependent on the amount of time taken by Council staff and/or the Hearing Committee to process the consent (charged on a time recovery basis). Generally non-notified consents are less expensive, however this will depend on the complexity of your proposal.

Deposits are required to be paid when a resource consent application is lodged with Council, applications will not be accepted until a deposit is made. When the final invoice is in excess of the deposit amount, the outstanding balance will be charged to the applicant. Alternatively, if the deposited amount was more than the final invoice, the balance will be refunded.

SUBDIVISION: Non-Notified \$1000
Notified \$3000

Please note this is a General Guide to Council's District Plan subdivision rules and is designed to provide preliminary advice to people wishing to undertake small-scale subdivision (up to four lots).

For larger or more complex subdivision proposals or further advice please contact the Council's Duty Planner on 869 2444.



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A GUIDE TO Residential Subdivision



This pamphlet is designed to help the processes, and make preparation and applications easier.

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Do I need a resource consent?

All subdivision proposals require resource consent from the Council. To process a subdivision application Council must receive specific information. Please refer to the checklist on the back of this pamphlet or the Resource Consent application form which is available from customer reception at Council's Fitzherbert Street office or online at www.gdc.govt.nz/resource-consent/#forms.

For larger or more complex subdivision proposals, you may wish to seek advice from the Council's Planning Section in regard to urban design.

The rules

The Gisborne District Combined Regional Land and District Plan (District Plan) identifies the planning zones and overlays for the Gisborne region and the specific objectives, policies and rules for each zone. There are three residential planning zones in the Gisborne district:

- ▶ General Residential
- ▶ Inner Residential
- ▶ Residential Protection.

You can check the planning maps by either using our website at www.gdc.govt.nz/district-regional-plan/ or by asking at the Council's Customer Service desk, Fitzherbert Street, Gisborne.

Each zone has a minimum site area requirement (see *Table 1*). These requirements are also dependent on whether the site is reticulated or unreticulated or located within the Site Caution Overlay.

Zone	Minimum Net Area
Inner Residential Zone	350m ² per unit or 280m ² per unit attached on one side to another unit or 250m ² per dwelling unit attached on 2 or more sides (including vertically).
General Residential and Residential Protection Zones (reticulated)	400m ² per unit or 320m ² per unit attached on one side to another unit or 250m ² per dwelling unit attached on 2 or more sides (including vertically).
General Residential and Residential Protection Zones (non reticulated)	1000m ² per unit

Taruheru Subdivision Block	800m ² per unit
All Residential Zones covered by a Site Caution Layer	1000m ² per unit

Table 1 - Minimum Site Area

The applicant is responsible for ensuring that each of the allotments in the proposed subdivision is serviced with the necessary utilities such as water, stormwater, sewage, power and telecommunications.

Any new boundaries created by subdivision must be located to allow existing buildings to comply with the rules for the Residential Zones (refer to Table 2 and to the pamphlet 'A Guide to Residential Development' for specific detail).

Access

New vehicle crossings must be sealed if the adjoining road surface is sealed. Shared accessways must be finished with a hard surface and accessways must meet the following width requirements:

Dwellings to be Served	Legal Width (m)	Minimum Carriageway Width
2 - 4	4	3
5 - 7	5	4
8 - 10	6	5.5

A public road is required where more than ten dwellings are served. Ask the Duty Planner for further details (refer to the Duty Planner's contact details at the back of this pamphlet).

Natural hazards

Subdivision in the Coastal Hazard 1 and 2 and Makorori Hazard Overlays is prohibited for residential purposes. Other natural hazards, such as flooding, may also have specific requirements.

Land Stability

A subdivision geotechnical report provides a professional assessment of the site and identifies potential stable building platforms or site limitations. Further sub-soil and stability investigations may be required at building consent stage to assess the suitability of the building platform in regard to the proposed building project. Both these reports may be subject to peer review at the applicants cost. (See Conservation Quorum, Issue 44, Winter 2006).

Heritage

Some sites may require additional assessment in relation to heritage and archaeological values and materials. The planning maps give guidance to the location of areas that are known to be more likely to contain heritage material, or archaeological sites.

Contaminated Sites

Where it is more likely than not that a site is (or has been) used for an activity that may have contaminated the soil, a preliminary site investigation may be required to be prepared by a suitably qualified and experienced practitioner. This is a requirement under the National Environmental Standard for Assessing and Managing Contaminants in Soil to Protect Human Health.

Development contributions

A development contribution will be required where a new allotment is created as a result of subdivision. Proposed subdivisions are assessed for contributions towards infrastructure including land transport, water supply, wastewater, stormwater and for reserve purposes. In accordance with Section 208 of the Local Government Act 2002 Council may withhold the Section 224c) Certificate of Compliance until the development contribution has been paid.

Further information on the Development Contributions Policy is available on Council's website www.gdc.govt.nz/development-contributions/.