

 <p>CHRISTCHURCH CITY COUNCIL · YOUR PEOPLE · YOUR CITY</p>	<p style="text-align: center;">CHRISTCHURCH CITY COUNCIL Environmental Policy and Approvals Unit SUBDIVISION BULLETIN NO 15 (8 June 2007)</p>	<p style="text-align: center;">SB15</p>
--	--	--

Subdivision Consent Application Plans and Documents

The standard of presentation of consent application plans vary to a considerable degree between the surveying consultants of Christchurch. They range from large professionally prepared A1 coloured plans to small A4 plans that look as though they have been prepared with a biro and a typewriter. Some show all information necessary to interpret the application on the plan face, while others require detailed study of the consultants report in conjunction with the plan to determine the intent of the application.

1. Plan Presentation :

Consent application plans should provide the following information on the face of the plan in an easily read and interpreted manner.

- The address of the property.
- Net areas together with areas in accessways.
- Allotment dimensions for all boundaries, clearly labelled . e.g. 27.9 Bdy
- All trees, and areas of substantial vegetation are to be shown in their location on the plan, together with the type of tree if known (refer to Bulletin No 11).
- A comprehensive set of levels over vacant areas and on adjoining properties to the CDB Datum.
- The location of Outdoor Living Areas with dimensions and areas shown.
- Building setback dimensions (including setbacks from accessways to garages).
- Existing crossings, kerb and channel.
- Service Easements clearly labelled.
- Right of way easements clearly dimensioned as to width for the full length.
- All topographical features, terraces, buildings, clearly labelled as to be removed or being retained.
- The location of all overhead power and phone lines crossing the property and the location of the pole on the footpath.
- A 'Memorandum of Easements' when applicable.
- The plan scale and original print size.
- The location of existing fences and walls
- Plan Heading "Proposed subdivision of ..."
- Underlying titles and appellations listed in the panel and shown on the plan face.
- A full date and revision number and schedule item
- The area of buildings on site.

Application plans will be checked for the above items. If items are omitted, the consultant will be advised and the consent placed on hold until a subsequent plan is supplied. Note that once an RMA number has been issued for a subdivision, this number should appear on all future plans and documents.

2. Coloured plans, and plans using an aerial photo with information overlaid.

Colour can be useful in interpreting plans, however be careful of :

- a) Plans that are too dark. When printed, they can be difficult to read and interpret.
- b) The use of light colours, especially yellow as these may not be readable when printed.

3. Numbers of documents and plans to be supplied.

Subdivision applications, engineering plans, certificate requests and general correspondence is to be sent either

a) in electronic format to subdivisions@ccc.govt.nz

OR

b) on A4 or A3 paper, single or double sided to the Subdivisions Team, Civic Offices. Not stapled or bound and suitable for scanning.

In Addition

All A4 and A3 printed plans are to be at the original scale, not smaller versions of A2 or larger plans.

A4 versions of larger plans are to be included with printed applications, reports and correspondence (do not include folded A3 plans within A4 documents).

For application plans A2 and larger, two printed copies are to be sent to the Subdivisions Team.

For engineering plans A2 and larger requiring approval, one plan is to be sent to the Subdivisions Team. This includes water supply and landscaping plans.

The number and format of approved engineering plans to be sent will be specified in the 'Engineering Acceptance' letter.

Lyttelton Applications

Applications can be emailed to subdivisions@ccc.govt.nz. They will be forwarded to the Planners at the Lyttelton Service Centre for processing. Any printed documentation should be sent directly to the Lyttelton Service Centre.

4. 90 Percentile diagrams and other Traffic Management Assessments

Where these are necessary to prove the practicality of access, onsite turning and manoeuvring into garages, the diagrams are to be prepared and signed by a suitably qualified Traffic Engineer.

5. Photographs

Do not embed photographs in reports. Digital photographs are to be emailed to subdivisions@ccc.govt.nz.

Water Supply Pipeline Installation

Building Consent Requirements

Any water supply pipes to be laid within private property will require a Building Consent to be issued prior to being installed by a Registered Plumber.

The installation of private water supply pipes are authorised by Council under the Building Act and the Plumbing and Drain Laying Act in the same manner as sewer and stormwater pipelines. All these pipelines are to be installed by a Registered Plumber/Drain layer. This is the only person legally permitted to undertake the work.

Usually the installation of water supply pipelines is carried out as part of a building consent for a new dwelling. However if a new meter and reticulation is required and the work does not involve an existing building consent, a new consent for minor works (Form BA2M) may be required. Contact Mike Hohaia (941-8307) for further information.

Contaminated Sites

The Building Act states that water supply pipes must be able to convey potable water without contamination.

Plastic water supply pipes are not suitable for use in sites where petrochemical contamination has occurred

The various plastics used in pipe manufacturing have a reasonably porous molecular structure which permits contaminants such as petrochemicals to permeate through the pipe material to contaminate the potable water being conveyed. There have been several instances where this has occurred requiring the plastic pipes to be replaced with wrapped metallic pipes.

Acceptable examples of solutions for installing water supply pipes in environments where petrochemical contamination is present are:

1. For Submains/service pipes
Galvanised/mild steel pipes with threaded ends wrapped with Polyken or Denso tape systems. Both of these methods have proven successful for laying small bore pipes (<100mm) in environments where petrochemical contamination was present.
2. For Mains (100mm and greater)
Continuously welded steel pipes wrapped with either Denso or Polyken Tape systems. This is due to petrochemicals attacking the rubber ring joints in DI and PVC pipes.

Council staff are presently investigating other suitable alternatives.

Authorised Installers

These lists have been updated on 19 March 2007 and are available here:

Drainage
www.ccc.govt.nz/WasteWater/AuthorisedDrainlayers

Water Supply
www.ccc.govt.nz/Water/AuthorisedInstallers