

## Subdivision Certification Application Form

### Agent details (where an agent is applying on behalf of the consent holder)

Agent name:

Agent company:

Postal address:

Telephone:

Email:

Preferred means of contact:  Mail  Email  Phone

### Consent holder name

Consent holder name:

Postal address:

Telephone:

Email:

### Debtor details (for invoicing)

Debtor is:  Agent  Owner  Other (please specify)

Debtor's Name:

Postal address:

### Subject Site

Site address:

Legal description:

Resource consent number:  Stage Number:

### Certification required

Certification required:  s223  s224(c)  s224(f)  s32(2)(a)

Other (please specify)

## Condition(s) of consent requirements

As a registered professional surveyor/planner, I confirm that:

1. For larger/complex consents, I have attended a pre-application meeting with Hamilton City Council staff to review my draft s224c application.
2. I hereby attach all information required to satisfy Hamilton City Council that all conditions specified in the subdivision consent referenced above (in terms of certification required) have been met.
3. I accept that where it is found that not all information required under clause 2 above is provided, this application shall be returned to the address for re-lodgement.
4. Where an engineering or similar professionally prepared plan and supporting information (such as landscaping or ecological plan) has to be approved by council, I have attached written evidence of such approval.
5. Where evidence of completion and approval of all physical works is required (e.g. construction of services, landscape planting). I have attached written evidence of such approval.
6. The required Landonline electronic certification documentation have been prepared and submitted to Hamilton City Council for approval.

### Acceptance

I confirm that all of the above have been satisfied.

Name:

Date:

### Send

Send applications to [subdivision@hcc.govt.nz](mailto:subdivision@hcc.govt.nz), drop off via the duty planner at the Municipal Building Garden Place, between 8am – 4.45pm, Monday to Friday or post to **Planning Guidance Subdivisions, Hamilton City Council, Private Bag 3010, Hamilton 3240.**

Remember to attach:

- Conditions of subdivision consent documentation
- Works clearance certificate