

Engineering Plan Acceptance Application Form

This form assists with ensuring that the correct documentation is provided when submitting your Engineering or Landscaping plans for acceptance. Plans will not be reviewed for acceptance unless this form and the certification documents are included with the plan(s).

Customer details

Agent:

Email:

Telephone:

Address:

Application reference:

*please use resource consent reference otherwise use building consent reference

Stage Number:

I, _____ hereby certify on the date of submission _____ of these plans that all plans; are prepared by a suitably qualified person, comply with the Regional Infrastructure Technical Specifications V2. That all landscaping, structures, existing services and service connections (above and below ground level) have been confirmed on site for constructability, in terms of location and depth (by excavation and/or survey) and referenced on the plans.

Engineering design plans

Engineering plans prepared in accordance with:

Mandatory response

Response if applicable

Regional Infrastructure Technical Specification V2 (RITS - Section 7)

or

Alternative method

(please include relevant documentation that demonstrates how the alternative design methods meet the District Plan Requirements)

Relevant consent condition(s) (please list)

Landscaping design plans

Landscaping plans prepared in accordance with:

Landscaping included

No Landscaping included

Regional Infrastructure Technical Specification V2

or

Relevant consent condition(s) (please list)

Street Trees / Landscaping

Reserve development planting / furniture etc.

NOTE: If Landscape plans are submitted, a schedule of species with spacings shall be included.

Plan content - Confirm by ticking what is submitted below

Locality plan

Stormwater infrastructure - Plan view and Long-sections

Staging Plan

Stormwater treatment devices - Plan view, PS1, O&M, details and calculations

Earthworks and silt control - Plan view

Stormwater existing Over Land Flow Paths - Plan view, calculations for widths

Roading Plans - Plan view, Long-sections, Cross-sections, Road Markings and signage, Landscaping/trees, Street lighting and detail drawings (including any structures such as retaining walls) this includes vehicle crossings, on-lot access, parking, manoeuvring

Stormwater secondary Over Land Flow Paths - Plan view

Retaining walls - Plan view, Long-sections, drainage from the wall (the wall must be inside the advantaged lot boundary, if supporting council assets 100yr design life is required with PS1&2) Not part of the acceptance but used to evaluate OLFPs etc.

Water Infrastructure - Plan view

Summary of connections table - All connections, disconnections & key assets shall be numbered in the table and on the plans, with the distances dimensioned from existing adjacent boundary(s) including depths at boundary or at point of connection.

Wastewater Infrastructure - Plan view and Long-sections

Wastewater pumping station - Plan view, Long-sections, rising main, storage and all calculations

Utilities - Plan view and cross-sections of all cables, pipes, cabinets, as part of the evidence of constructibility.

Engineering and Landscape acceptance checklist

Scales

| | |
|---------------|---|
| Plan | - Horizontal 1:200, 1:500, 1:1250 |
| Long-section | - Horizontal 1:200, 1:500, 1:1250 - Vertical 1:50, 1:100 |
| Cross-section | - Horizontal 1:100 - Vertical 1:50 |

Notes:

Include long-sections and/or cross-sections for wastewater and stormwater mains to demonstrate compliance with required gradients and to confirm constructability, particularly where potential service conflicts may arise.

Supporting Documentation - Technical details and reports to justify the submitted designs

Geotechnical Information for council infrastructure (roads, wetlands, water, wastewater and stormwater services)

Roading - pavement design, safety audit(s)

Stormwater System Report and Design Sign Off

Wastewater and Stormwater - Video Inspection and report

Water

Structural Information

Three Waters Service Location Report

Other

Files to supply

Electronic copy in PDF format (attached if less than 20Mb or to cloud)

or

Link to file in cloud storage folder

Please name the files with the naming convention [*CONSENT# - ADDRESS - ENGINEERING PLANS*]

Useful references

[Regional Infrastructure Technical Specifications \(RITS\)](#)

[Hamilton City Council District Plan \(ODP\)](#)

[City Waters Practice Notes for stormwater treatment use PC12](#)

[Travel Demand Management Plan Guidelines](#)

Disclaimer:

These plans will reviewed solely to assess compliance with the relevant resource consent conditions. This review does not constitute approval of the plans, nor does it confirm their constructability. The applicant, their representatives, and their designer remain fully responsible for having: Investigated existing site conditions and services, including levels and locations; Certified the constructability of the proposed works; Ensured the accuracy, completeness, and adequacy of the design; Implementation of the the design in accordance with all applicable standards, codes, and regulations. Any delays or additional costs arising from design or construction issues - rests entirely with the applicant, their agents, and their designers.

Plan Submission for Acceptance

Please e-mail this checklist and all the documentation to subdivision@hcc.govt.nz, or drop off via the duty planner at the Municipal Building, Garden Place, between 8:00am and 4:45pm, Monday to Friday or post to Planning Guidance Subdivisions, Hamilton City Council, Private Bag 3010, Hamilton 3240.