

**How long do I have to complete my subdivision?**

The works must be completed and a completion certificate (224) issued prior to your section 223 certificate lapsing. You have five years to obtain a S223 certificate and a further three years to obtain the S224 completion certificate and have it lodged with Land Information New Zealand (LINZ) for titles to be issued.

**What is a 223 Certificate?**

This a certificate which the council give when the subdivision has had its final survey and the survey plan conforms to what was approved in the resource consent. It is usually applied for by the surveyor and also

includes easements and rights of way for other lots of parcels.

**What is a 224 Certificate?**

This is a certificate which the council give when all conditions of a resource consent have been met. It is usually applied for by the surveyor or solicitor in writing.

**Do I need to upgrade my Right of Way/ Driveway?**

All access to rear lots need to be formed and sealed in accordance with NZS4404:2010

# FOR MORE INFORMATION PLEASE CONTACT:

## Masterton District Council

**Phone** 06 370 6300  
**Fax** 06 378 8400  
**Email** [planningadmin@mstn.govt.nz](mailto:planningadmin@mstn.govt.nz)

**Call into:**

Masterton District Council  
161 Queen Street  
Masterton

**Write to:**

Masterton District Council  
P O Box 444  
Masterton 5840

**Website:**

[www.mstn.govt.nz](http://www.mstn.govt.nz)



# SUB DIVISION



## WHAT IS A SUBDIVISION?

A subdivision is the splitting of land, or lot, into small sections) This makes a new lot(s), each with their own title.

## FAQ

### *How do I apply to subdivide my property?*

It is recommended you apply for a subdivision (resource consent) using a qualified surveyor. However you can apply by submitting a resource consent yourself. Before beginning you may want to consult with Council planning staff about the District Plan rules that apply to your piece of land or property, or obtain independent planning advice from a planning consultant.

The next step is to engage a Registered Surveyor. The surveyor will draw up your scheme plan, which will form part of your application. Most firms can complete the resource consent application for you. If your application is complex you may wish to appoint a planning consultant to prepare and submit your application.



### *I'm looking at purchasing a property, how do I know if it can be subdivided?*

The district plan has the subdivision rules for both rural and urban but a brief summary is overleaf.

We strongly recommend that you take professional advice from a surveyor or your solicitor before proceeding with purchase if you are wanting to subdivide.

### *What costs are involved in subdividing my property?*

There are a number of costs associated with land subdivision. The below list is indicative only;

- Surveying costs
- Planning Consultant costs
- Engineer costs
- Construction costs
- Reserves & Roding contributions (5% of land value per new lot, in rural zones a maximum of \$7,500 + GST)
- Legal fees

- LINZ fees
- Costs of connection to water & sewer infrastructure (If only connecting this will cost \$5,000 + GST in the residential area for a new connection). If this is not the case please check with the council for addition fees.
- Council fees, application fee, possible notification, applying for

section 223 & 224 certificates and inspection of roads and servicing.

### *What do I need to provide in my application?*

To being processing your application we need;

- A completed and signed application
- Payment of the Resource Consent fee
- A certificate of title (we can provide this for you for an additional cost)
- A subdivision scheme plan from your surveyor including ease-ments (new & existing) and lot sizes
- An assessment of environment effects

