Please include this checklist with your drawings and specifications submitted for approval. The checklist summarises some of the requirements of Kāpiti Coast District Council’s [Land Development Minimum Requirements (LDMR).](https://www.kapiticoast.govt.nz/your-council/forms-documents/guides-and-forms/#SubdivisionandDevelopment) This is not an exhaustive list and we will require compliance with all relevant clauses of NZS 4404:2010 and the LDMR. This checklist is designed to be used for **small scale** **development** **proposals**.

1. **General**

|  |  |  |
| --- | --- | --- |
| **N/A** | **Yes** | **Item** |
|  |  | Design certificate submitted in accordance with Schedule 1A of NZS 4404:2010. |
|  |  | Design meets performance criteria. (Refer Part 3B (xii) of the LDMR). |
|  |  | Alternative designs supported by appropriate information. (Refer clause 1.5.3.2 of NZS 4404:2010) |
|  |  | Documents provided as listed in clause 1.5.1.1 of NZS 4404:2010. |
|  |  | Drawings provided in accordance with clause 1.5.2 of NZS 4404:2010. |
|  |  | Two copies of drawings, specifications & calculations provided. |
|  |  | Health & Safety requirements included in specifications. (Refer Part 3B (viii) of the LDMR). |
|  |  | Working in the existing road requirements included in specifications. (Refer Part 3B (xi) of the LDMR). |
|  |  | Management plans e.g. Construction Earthworks Management Plans, Earthworks Management Plans, Construction Management Plans, Traffic Management Plans. |

**2. Geotechnical and Earthworks**

|  |  |  |
| --- | --- | --- |
| **N/A** | **Yes** | **Item** |
|  |  | Geotechnical report recommendations incorporated in design and specifications. |
|  |  | Landform modified to the least extent practicable. (Refer clause 2.4.1 NZS 4404:2010). |
|  |  | Design & specifications meet resource consent requirements. |

**3. Transportation and Roading**

|  |  |  |
| --- | --- | --- |
| **N/A** | **Yes** | **Item** |
|  |  | Rights-of-way and accesses design is in accordance with clauses 3.3.16, 3.3.17 and 3.3.18 of NZS 4404:2010. |
|  |  | Off street parking requirements met, if provided. |
|  |  | Vehicle crossings located and designed in accordance with clause 3.3.19 of NZS 4404:2010 and Schedule 3, Part 4 of the LDMR. |
|  |  | Stormwater collection detailed (Refer to Schedule 3, Part 4 of the LDMR and NZS 4404:2010). |
|  |  | Design & specifications meet resource consent requirements and [roading standard drawings](https://www.kapiticoast.govt.nz/your-council/planning/building/standard-drawing/roading-standard-drawings/). |

**4. Stormwater**

|  |  |  |
| --- | --- | --- |
| **N/A** | **Yes** | **Item** |
|  |  | Minimum pipe sizes in accordance with Schedule 4, Part 4 of the LDMR. |
|  |  | Minimum cover in accordance with paragraph 9 of Schedule 5, Part 4 of the LDMR. |
|  |  | On-site disposal/re-use used where appropriate. |
|  |  | Design & specifications meet resource consent requirements. |

**5. Wastewater**

|  |  |  |
| --- | --- | --- |
| **N/A** | **Yes** | **Item** |
|  |  | All lots provided a connection to Council system where available. Each unit on a cross lease shall have an individual lateral connection. |
|  |  | Minimum clearances from other services in accordance with clause 5.3.3 of NZS 4404:2010. |
|  |  | Minimum pipe sizes in accordance with clause 5.3.5.3 of NZS 4404:2010. |
|  |  | Minimum grades in accordance with clause 5.3.5.5 of NZS 4404:2010. |
|  |  | Minimum cover in accordance with paragraph 9 of Schedule 5, Part 4 of the LDMR. |
|  |  | Maintenance structure locations, deflections and internal falls in accordance with Part 5 of NZS 4404:2010 and Schedule 5, Part 4 of the LDMR. |
|  |  | Design & specifications meet resource consent requirements. |

**6. Water Supply**

|  |  |  |
| --- | --- | --- |
| **N/A** | **Yes** | **Item** |
|  |  | Firefighting water supply meets NZ Fire Service Code of Practice SNZ PAS 4509:2008. |
|  |  | Each rateable property has only one standard connection/point of supply, unless otherwise approved by the Council. (Note that each separate unit on a cross lease is a separate rateable property). Refer paragraph 19 of Part 4, Schedule 6 of the LDMR. |
|  |  | Minimum clearances from other services in accordance with clause 6.3.13 of NZS 4404:2010. |
|  |  | On site storage requirements established. (Minimum of 30,000 litres - sufficient storage to supply four people for up to 30 days at 250 litres per person per day), unless otherwise approved by the Council, but 50,000 litres is recommended). |
|  |  | Design & specifications meet resource consent requirements. |

**7. Landscape Design**

|  |  |  |
| --- | --- | --- |
| **N/A** | **Yes** | **Item** |
|  |  | Species selection complies with Paragraph 7 of Schedule 7, Part 4 of the LDMR. |
|  |  | Design & Specifications meet Resource Consent requirements. |

**8. Power, Telecommunications and Gas Utilities**

|  |  |  |
| --- | --- | --- |
| **N/A** | **Yes** | **Item** |
|  |  | Service positions meet typical cross section detail or alternatives approved by the Council. |
|  |  | Working in the road requirements met. (Refer Part 3I (b) of the LDMR). |

**9. Waste Services**

|  |  |  |
| --- | --- | --- |
| **N/A** | **Yes** | **Item** |
|  |  | Multi-unit development waste storage and servicing designed, where applicable. (Refer to Part 3J of the LDMR). |

**10. Standard Construction Drawings**

|  |  |  |
| --- | --- | --- |
| **N/A** | **Yes** | **Item** |
|  |  | Standard details from Appendix A, NZS 4404:2010 used (unless other Council details specified elsewhere). |