



**1. Application type**

(Please tick appropriate box)

- Project Information Memorandum and/or
- Building Consent or
- Alteration to Existing Building Consent

**Building Consent/PIM No.**

Note: Shaded areas for office use only

**2. The building**

2a. Site address

2b. Current lawfully established use

2c. Legal description

2d. Council property no.

2e. Number of levels

2f. Level/Unit number

2g. Floor area  m<sup>2</sup>  m<sup>2</sup>  m<sup>2</sup>

2h. Year building first Constructed (If applicable/or approx. year)

**3. The owner**

3a. Name

Postal address

Contact numbers     
Phone Mobile Fax

Email

**4. Evident of ownership**

- 4A. Evidence of ownership attached  Certificate of Title (copy)  Sale and purchase agreement
- Lease agreement  Other document showing full name of legal owner(s), such as a rate instalment notice

**5. Applicant's details (if not the owner)**

5A. Name of Agent

Postal address

Contact numbers     
Phone Mobile Fax

Email

Relationship to owner

Details of authorisation  Evidence attached  Other—please specify

## 6. Applicants's declaration

\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_  
Signature of Owner/Agent Date

\_\_\_\_\_  
Name (print clearly)

Name (print clearly)

Consent fees to be paid by  
(Please tick appropriate box)

Owner

Builder

Plumber

Designer

Agent

**The information provided will be included in a Public Register of Consents which is available for public perusal under the Privacy Act 1993 section 54. This may result in receipt by the 'Owner' of trade advertising.**

**The person signing the Building Consent application form is the person responsible for the debt.**

## 7. The project

7a. Description of the building work


7b. Will the building work result in a change of use of the building?

Yes

No

7c. If yes, please provide details of the new use


7d. Intended life of the building

Indefinite but not less than 50 years

Less than 50 years—please specify

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 years

7e. Have any PIM and/or Building Consents been issued previously for this project?

Yes

No

Provide details below

Date of consent

Consent number


7f. Restricted Building Work

Yes

No

N/A

7g. Estimated value of the building work

\$		including GST
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7h. Category

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*Office use only*

## 8. Project Information Memorandum

The following matters are involved in the project (please tick the appropriate project)

Subdivision

Alterations to land contours

New or altered connections to public utilities

New or altered locations and/or external dimensions of buildings

New or altered access for vehicles

Building work over, or adjacent to, any road or public place

Disposal of stormwater and wastewater

Building work over existing drains or sewers, or in close proximity to wells or water mains

Other matters known to the applicant that may require authorisations for the council—please specify


## 9. Supporting documentation

The following plans and specifications are attached to this application:

- Two sets of plans drawn to a recognised metric scale; include two sets of specifications and other documentation
- Project Information Memorandum
- Producer Statements
- Truss Layout Plan
- Memoranda (Certificates of Design work)
- Certificate attached to Project Information Memorandum
- Details/Calculations
- Fire Design Analysis
- Development Contribution Notice
- Copies of other Authorisations—please specify
- Other—please specify

## 10. Building practitioners involved in this project (continue on another sheet of paper if needed)

Designer—extent of involvement

Name / Registration no.  
Contact details Address  
Phone / Email

<input type="text"/>	
<input type="text"/>	
<input type="text"/>	
<input type="text"/>	<input type="text"/>

Builders—extent of involvement

Name / Registration no.  
Contact details Address  
Phone / Email

<input type="text"/>	
<input type="text"/>	
<input type="text"/>	
<input type="text"/>	<input type="text"/>

Certifying plumber—extent of involvement

Name / Registration no.  
Contact details Address  
Phone / Email

<input type="text"/>	
<input type="text"/>	
<input type="text"/>	
<input type="text"/>	<input type="text"/>

Certifying drainlayer—extent of involvement

Name / Registration no.  
Contact details Address  
Phone / Email

<input type="text"/>	
<input type="text"/>	
<input type="text"/>	
<input type="text"/>	<input type="text"/>

Electrician—extent of involvement

Name / Registration no.  
Contact details Address  
Phone / Email

<input type="text"/>	
<input type="text"/>	
<input type="text"/>	
<input type="text"/>	<input type="text"/>

Other—extent of involvement

Name / Registration no.  
Contact details Address  
Phone / Email

<input type="text"/>	
<input type="text"/>	
<input type="text"/>	
<input type="text"/>	<input type="text"/>

## 11. Waiver or modification required

Waiver or modification  
(Please circle and detail below)

B1	B2	C1	C2	C3	C4	D1	D2
E1	E2	E3	F1	F2	F3	F4	F5
F6	F7	F8	G1	G2	G3	G4	G5
G6	G7	G8	G9	G10	G11	G12	G13
G14	G15	H1					

Additional information


Alternative Solution  
(Please circle and detail below)

B1	B2	C1	C2	C3	C4	D1	D2
E1	E2	E3	F1	F2	F3	F4	F5
F6	F7	F8	G1	G2	G3	G4	G5
G6	G7	G8	G9	G10	G11	G12	G13
G14	G15	H1					

Additional information


## 12. Compliance with the New Zealand Building Code

### NZBC Clause

Tick relevant building code clauses

- B1** Structure
- B2** Durability
- C1-C2-C3-C4** Fire
- D1** Access routes
- D2** Mechanical installations for access
- E1** Surface water
- E2** External moisture
- E3** Internal moisture
- F1** Hazardous agents on site
- F2** Hazardous building materials
- F3** Hazardous substances & processes
- F4** Safety from falling
- F5** Construction & demolition hazards
- F6** Lighting for emergency
- F7** Warning systems
- F8** Signs
- G1** Personal hygiene
- G2** Laundering
- G3** Food preparation & prevention of contamination
- G4** Ventilation
- G5** Interior environment
- G6** Airborne & impact sound
- G7** Natural light
- G8** Artificial light
- G9** Electricity
- G10** Pipes services
- G11** Gas as an energy source
- G12** Water supplies
- G13** Foul water
- G14** Industrial liquid waste
- G15** Solid waste
- H1** Energy efficiency
- Backcountry Huts
- Simple House

### Means of compliance

Please circle or add means of compliance

### Proposed inspections

Please circle as appropriate—see key below

B1/AS1 P/S1	NZS 4229	NZS 3604-2011	AS/NZS 1170	1	2	3
B2/AS1	NZS 3604	NZS 3101	NZS 3602	1	2	3
C/AS1		SED		1	2	3
D1/AS1		NZS 4121		1	2	3
D2/AS1		NZS 4322	EN/81	1	2	3
E1/AS1		AS/NZS 3500		1	2	3
E2/AS1		Specific Design		1	2	3
E3/AS1				1	2	3
F1/AS1				1	2	3
F2/AS1		NZS 4223		1	2	3
F3/AS1				1	2	3
F4/AS1		Fencing of Swimming Pools Act		1	2	3
F5/AS1				1	2	3
F6/AS1	AS/NZS 1668	NZS 4512	NZS 4515	1	2	3
F7/AS1	AS/NZS 1668	NZS 4512	NZS 4515	1	2	3
F8/AS1				1	2	3
G1/AS1				1	2	3
G2/AS1				1	2	3
G3/AS1				1	2	3
G4/AS1				1	2	3
G5/AS1				1	2	3
G6/AS1				1	2	3
G7/AS1				1	2	3
G8/AS1		NZS 6703		1	2	3
G9/AS1				1	2	3
G10/AS1		NZS 5261		1	2	3
G11/AS1				1	2	3
G12/AS1		AS/NZS 3500		1	2	3
G13/AS1		AS/NZS 3500		1	2	3
G14/AS1				1	2	3
G15/AS1				1	2	3
H1/AS1	NZS 4212	NZS 4218	NZS 4243	1	2	3
		ALF design manual				
Acceptable solution				1	2	3
Acceptable solution				1	2	3

Key to proposed inspection: 1. Council Building Control Officer 2. Approved Consultant e.g. Engineer 3. Other—Please specify below


### Important

The Building Act requires the applicant to state, for each relevant building code clause, what the means of compliance is. Alternative solutions may also be proposed, and must be accompanied with documentation demonstrating compliance. Please refer to Alternative Solution box previous page and provide additional information.

## 13. Compliance schedule

### Do not proceed further if

- this is an application for a PIM only (Project Information Memorandum)
- this application is for Residential work only (except for a cable car after 31 March 2008)

### The following specified systems are new, existing, being altered, added to, or removed in the course of building work

There are no specified systems in the building

	New	Existing	Altered	Added	Removed
Cable Car (including to individual dwelling) (to be implemented 31 March 2008)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<b>Building Act 2004 (implemented 31 March 2005)</b> (listed below are the systems and features from the 'new' Act)					
1. Automatic systems for fire suppression (for example, sprinkler systems)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
2. Automatic or manual emergency warning systems for fire or other dangers	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
3. Electromagnetic or automatic doors or windows (for example, ones that close on fire alarm activation)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
4. Emergency lighting systems	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
5. Escape route pressurisation systems	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
6. Riser mains for Fire Service's use	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
7. Any automatic back-flow preventers connected to a potable water supply	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
8. Lifts, escalators, travelators, or other systems for moving people or goods within buildings	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
9. Mechanical ventilation or air conditioning systems	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
10. Building maintenance units providing access to exterior and interior walls of buildings	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
11. Laboratory fume cupboards	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
12. Audio loops or other assistive listening systems	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
13. Smoke control systems	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
14. Emergency power systems for, or signs relation to, a system or feature specified in any of the above	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
15. Means of escape with systems and features, signs (1 to 6, 9 and 13) Fire and smoke separations	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

**OFFICE USE ONLY**

**BCA**

Date application received	
Receiving Officer	
Application Fee Receipt No.	
Date of application Fee Rec.	
Infrastructure Bond No.	

**Fees (incl. GST)**

Building Consent Application Fee (Prepaid)	\$
Building Consent Issue	\$
PIM	\$
Building Levy (DBH)	\$
BRANZ Levy	\$
Stormwater Connection	\$
Vehicle Crossing	\$
Sewer Connection	\$
Water Connection	\$
Fordell Connection (Application charge)	\$
Development Contribution Levy	\$
NZFS Alternative Solution	\$
Waiver/Modification	\$
Resource Consent	\$
Relocation Bond	\$
Infrastructure Fee (non-refundable)	\$
Infrastructure Bond	\$
Certificate of Title	\$
Rural Rapid Number	\$
Photocopying/Plan printing	\$
Other	\$
<b>Total</b>	\$

Comments:

Processing Unit	Checks				Inspections	Approved	
	Initials	Date	Initials	Date	No.	Initials	Date
Administration							
Planning							
Fire Design (Referred to NZFS)							
Building							
Drainage (Infrastructure)							
Water (Infrastructure)							
Fordell Water Scheme (Infrastructure)							
Structural							
Plumbing/Drainage							
Roading							
Health							
Dangerous Goods							
Parks & Property / Mainstreet							

**Approved for issue of PIM/Building Consent**

Approving Officer		Date	
Notes			