

**Application for  
Exemption under Section 1  
clause (k)  
Building Act 2004**



**Wanganui  
District Council**

**What work requires a building consent?**

Schedule 1 of the Building Act lists the few types of building work that do not require a building consent. Such works tend to be of a small scale, being within certain dimensional or volume limitations. Building works exempt from building consent requirements must still comply with the New Zealand Code.

Exemption (k) allows a discretionary decision to be made by Wanganui District Council to exempt proposed building work from the requirement to obtain a building consent in circumstances specified.

**1. Details of property to which this registration applies**

1a. Site address	<input type="text"/>	
1b. Legal description	Lot <input type="text"/>	DP <input type="text"/>
1c. Council property no.	<input type="text"/>	
1d. Building name (if applicable)	<input type="text"/>	
1e. Current use	<input type="text"/>	
1f. Level/unit number	<input type="text"/>	

**2. The owner**

2. Name	<input type="text"/>		
Postal address	<input type="text"/>		
Contact numbers	<input type="text"/>	<input type="text"/>	<input type="text"/>
	Phone	Mobile	Fax
Email	<input type="text"/>		

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

3. Name	<input type="text"/>		
Postal address	<input type="text"/>		
Contact numbers	<input type="text"/>	<input type="text"/>	<input type="text"/>
	Phone	Mobile	Fax
Email	<input type="text"/>		
First point of contact	<input type="radio"/> Property Owner	<input type="radio"/> Agent	

**4. Description of building work**

4a. Description of work, e.g. garage, deck, dwelling, shop, plumbing and drainage.	<input type="text"/>
	<input type="text"/>
	<input type="text"/>
	<input type="text"/>

**OFFICE USE ONLY**

Date received	<input type="text"/>	Application #	<input type="text"/>	Document #	<input type="text"/>	Project #	<input type="text"/>
Property ID	<input type="text"/>	Legal ID	<input type="text"/>	Receipt #	<input type="text"/>	Amount Paid	\$ <input type="text"/>

#### 4. Description of building work—continued

4b. Will the building work result in a change of use of the building?  Yes  No

4c. If yes, please provide details of the new use

4d. Intended life of the building if less than 50 years

4e. Type of work

- New building       Relocation       Alteration  
 Addition       Demolition/Removal       Plumbing and drainage only

4f. Category of work

- Residential       Outbuilding/Ancillary       Milking shed  
 Commercial/Industrial/Community       Replacement or upgrade of on-site waste disposal (septic tank)

4g. Total floor area affected by building work

 m<sup>2</sup>

4h. Reason(s) why clause (k) applies

4i. The trades people employed were:

Registration No:

Builders/LBPs Name & Registration No.

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Plumbers Name & Registration No.

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Drainlayers Name & Registration No.

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Other Trade Persons & Registration No.

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I understand that the Council may put a copy of this letter and any attachments on the Council property file for viewing by any prospective purchaser. This is a declaration that I, as owner, am making and is a record of exempt work carried out on the property.

I further understand Council will have no liability as the building work is exempt and has not been inspected by Council.

I understand that it is the owner's responsibility that all work is to comply with the Building Code.

#### 5. Attachments

5a. Type of work

- Existing floor Plan       Drainage Plan       As built floor Plan  
 Plumbing Plan       Elevations       Site Plan  
 Other (provide details):

5b. Provide two sets of information & plans with this application

- Site/floor plan showing location of exempt building work, including measurements to boundaries of new external structures.  
 Plans showing overall dimensions of structure/building work

**Please do not provide construction specifications. The registration is not a check for compliance with the New Zealand Building Code. It is simply confirmation that this project is exempt work under Schedule 1 of the Building Act 2004.**

#### 6. Applicant's declaration

##### PRIVACY STATEMENT:

Information on this form is required to process your application. This information has to be made available to members of the public, including business organisations. In appropriate circumstances, it may also be made available to other council teams, approved contractors and other government agencies. Under the Privacy Act 1993, you have the right to access the personal information held about you by the council, and you can also request that the council corrects any personal information held about you by the council, and you can also request that the council corrects any personal information it holds about you.

I understand that as the applicant, the council will send all invoices and refunds for fees to me, and all correspondence related to the application will be made to me.

I confirm that I have read and understood the Privacy Statement above and that the information provided on the application form is true and correct.

Signature of Owner/Agent

Date

Name (print clearly)