

Lodgement checklist: water heater (solar or heat pump)

Please attach this checklist with your application

GUIDANCE INFORMATION

Documentation must cover all items identified in bold text in this lodgement checklist. If any of this information is not provided, the building consent application will be rejected. To facilitate faster processing of the building consent application it is also strongly recommended to provide the items in *italic text* as identified in this lodgement checklist. For guidance refer to the building consent practice notes on the Auckland Council website.

All applications submitted in hard copy must be accompanied by 2 x comprehensive sets of documentation.

Standard of documentation

Section 7 of the Building Act defines 'plans and specifications' as the drawings, specifications and other documents according to which a building is to be constructed, altered, demolished or removed. Documentation is required to be of a high, professional standard. Refer to the Ministry of Business, Innovation & Employment publication "Guide to applying for a building consent" for a copy visit www.building.govt.nz

Drawings must be:

- Produced to scale on A3, A2 or A1 white paper. Minimum font size 10 and for CAD 2.5
- Produced in black ink only (no coloured or freehand drawings)
- Each drawing must contain:
 - a drawing number and title
 - designer's name
 - site address and legal description (Lot and DP number)
 - be dated for version control
- Specifications must be project specific and include relevant supporting documentation (installation details)

SITE ADDRESS

Property address:

Legal description:

DECLARATION

I / we confirm that the information / documentation as indicated on this checklist is provided for (please tick ✓ as applicable).

☐

Solar water heater

☐

Heat pump water heater

Owner / applicant
signature:

Date:

Name:

GENERAL REQUIREMENTS

Entire section N/A

☐

Customer use			Description	Council use only		
Yes	No	N/A		Yes	No	N/A
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Application form completed in full and signed	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Application fee as per Auckland Council fee schedule (N.B. if approved installer, discount rate applied)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<i>If specified systems present in building (commercial applications only), please use PIM / Building consent application form AC2130</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Certificate of title (no older than 90 days), lease agreement, agreement for sale and purchase, <u>or</u> other document showing full name of legal owner(s) of the building (i.e. current rates demand)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Letter of authorisation from owner if application is submitted by an agent, company or on behalf of a trust	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

SITE PLAN (SCALE 1:100 FOR URBAN AREAS AND 1:200 FOR RURAL AREAS)				Entire section N/A		<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Street address indicated? Legal description (Lot & DP number) indicated?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	North point indicated?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Proposed location and orientation of panels shown on existing building provided?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Siting dimensions and location of hot water cylinder / heat pump (if external) provided?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
FLOOR PLAN (SCALE 1:100 OR 1:50)				Entire section N/A		<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Existing and proposed layout and use?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Location of smoke alarms?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Location of HWC and/or gas bottles (if external)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
CROSS-SECTIONS (SCALE 1:100 OR 1:50)				Entire section N/A		<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Supporting structural components in the roof space are details provided?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Connection and weatherproofing details, including flashing details, provided?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
ELEVATIONS (SCALE 1:100 OR 1:50)				Entire section N/A		<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	At least two elevations provided to show compliance with height to boundary restrictions and position / inclination of panels?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
ROOF PLAN (SCALE 1:100 OR 1:50)				Entire section N/A		<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Location of solar panels in relation to rafters / trusses details provided?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Span and centres of rafters / trusses and under purlins if applicable details provided?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Weight of panels; size of panel (area); and dimensions to edge of roof	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
PLUMBING AND DRAINAGE PLAN (SCALE 1:100 OR 1:50)				Entire section N/A		<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Temperature or pressure valve discharge point details provided?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
OTHER DETAILS (SCALE 1:10 OR 1:5)				Entire section N/A		<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Specifications and technical data sheets provided?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Engineering calculations / producer statements provided for structural design elements	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Product certification / appraisal certificates	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

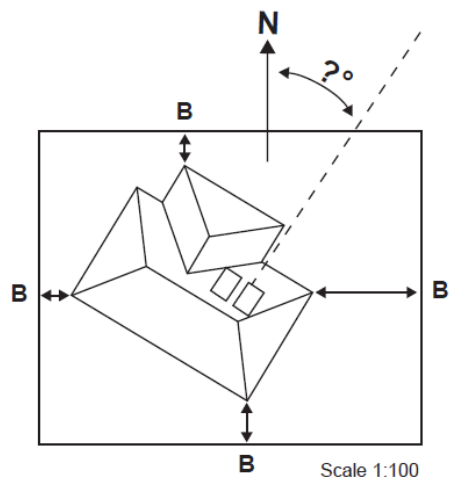
COUNCIL USE						
Consent number:	<input type="text"/>		PIM number:	<input type="text"/>		
Other relevant consent numbers:	<input type="text"/>					
Building complexity level?	R1 <input type="checkbox"/>	R2 <input type="checkbox"/>	R3 <input type="checkbox"/>	C1 <input type="checkbox"/>	C2 <input type="checkbox"/>	C3 <input type="checkbox"/>
Application accepted: (please circle)	<input type="button" value="Yes"/> <input type="button" value="No"/>		If NO, state the reason(s) why application not accepted below in comments section:			
Name of Lodgement Officer:	<input type="text"/>		Signature:	<input type="text"/>	Date:	<input type="text"/>
COMMENTS						
<input type="text"/>						
<input type="text"/>						
<input type="text"/>						
<input type="text"/>						

See attached guidance over page

Water heaters (solar / heat pumps)

Examples sheet – plans and drawings

A



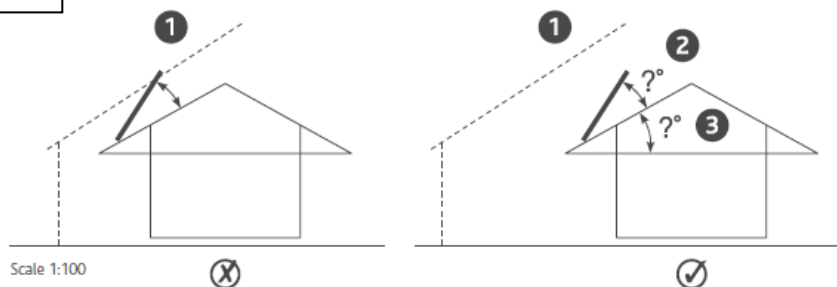
Example A: Site Plan

Site plan showing proposed location and orientation of panel as opposed to solar north (N)

Specify distance from boundary (B)

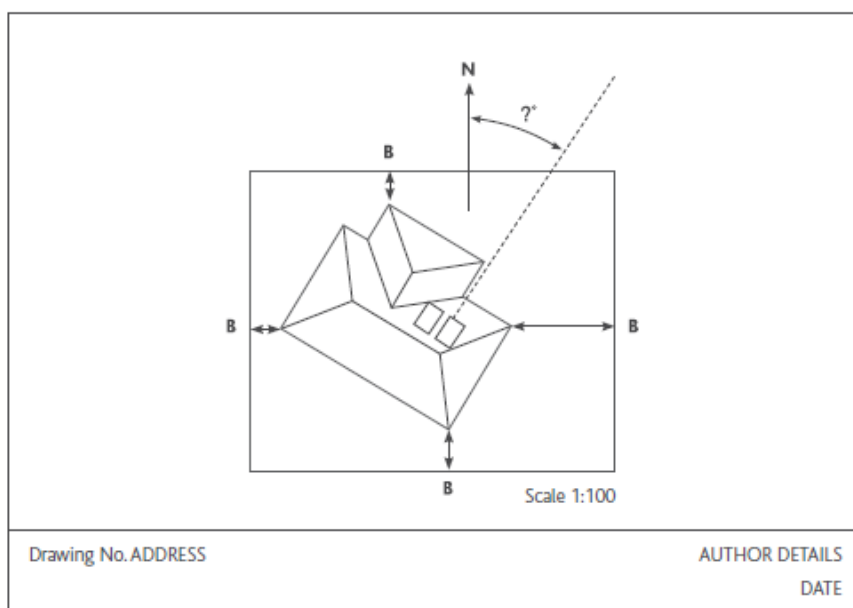
Note: You may use a certificate of title as a reference.

B



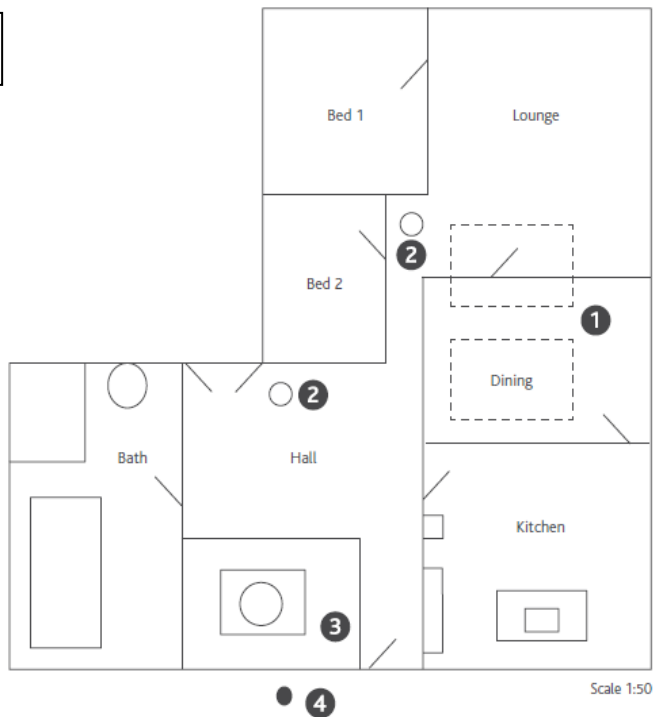
Example B: Elevation

Height to boundary restriction elevation showing recession plane lines ① and, where applicable, proposed location and inclination of panel ② and pitch of roof ③



A3 example
drawing sheet
layout

C



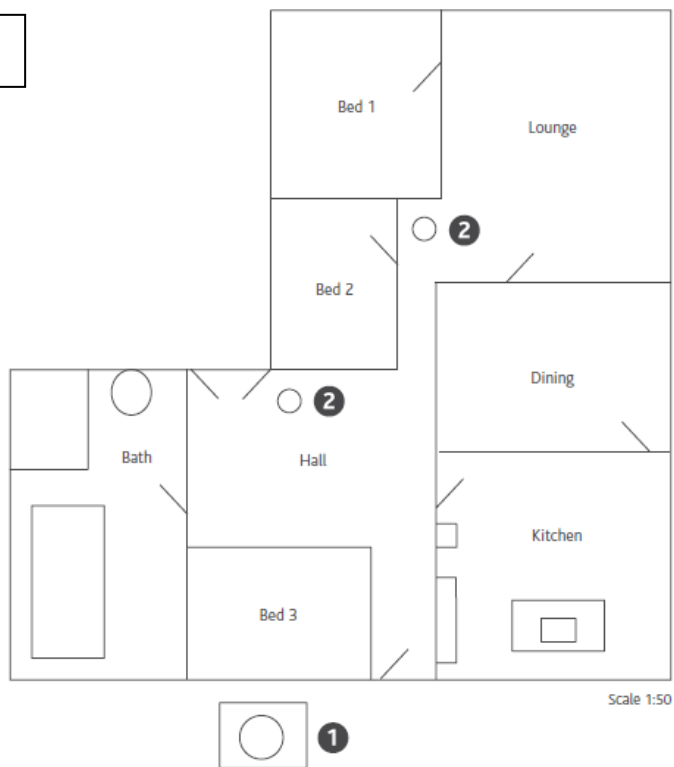
Example C1: Floor Plan

Solar water heater installation

Key:

- ① Solar panels on roof
- ② Smoke alarms
- ③ Hot water cylinder (if internal)
- ④ Temperature or pressure valve discharge point

C



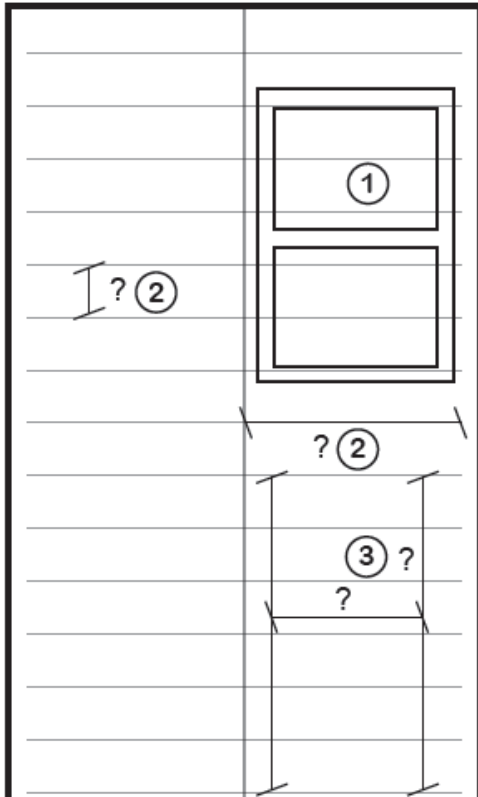
Example C2: Floor Plan

Heat pump water heater installation

Key:

- ① Heat pump hot water cylinder
- ② Smoke alarms

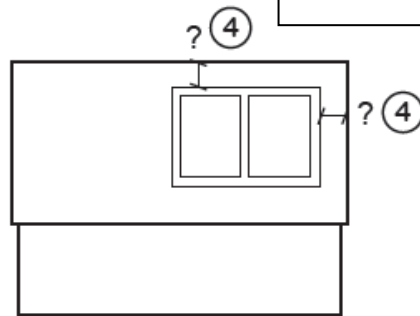
D



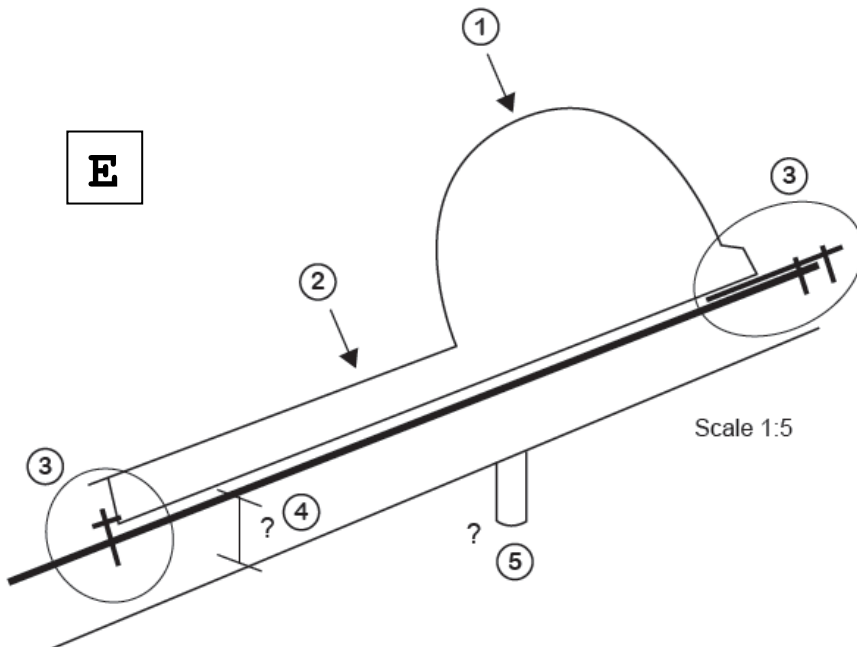
Example D: Roof Plan

Key:

- ① Location of panels in relation to rafters
- ② Span and spacing of rafters or trusses
- ③ Span and spacing of under purlins where applicable
- ④ Distance from roof edge



E



Example E: Connection and weatherproofing details

Key:

- ① Capacity of cylinder (if proposed to be on roof)
- ② Weight and area of panel
- ③ Fixing and flashing penetration details
- ④ Size of rafters or trusses
- ⑤ Size of under purlins (where applicable)