

Building consent application

Pack 1 Residential



This pack contains documents to apply for a building consent application or amendments for residential buildings.

Includes:

- Application for a residential project information memorandum and/or building consent
- Applicants lodgement checklist; residential dwellings and additions and alterations, which include swimming pools, solid fuel heaters, solar water heater if included in the building work
- Agreement to provide producer statement during construction; the provision of producer statements can reduce the number of inspections required and recognises the skill and expertise in the industry. They are generally used by tradespeople for construction elements such as waterproofing (refer to our website for a list of approved producer statement authors)

Important note it is the owner's responsibility to apply for a code compliance certificate once all work is complete

For further information on building consents see – www.aucklandcouncil.govt.nz

Residential application for a project information memorandum and/or building consent

Section 33 or section 45, Building Act 2004



Date received: _____

Application No: _____

APPLICATION TYPE *(tick appropriately)*

As applicable; if you have an existing application relating to this building work, note the number beside the application type:

<input type="checkbox"/> Project information memorandum (PIM)
<input type="checkbox"/> Building consent (BC)
<input type="checkbox"/> Stage _____ of intended _____ stages
<input type="checkbox"/> Amendment to building consent N ^o :
<input type="checkbox"/> National multi-use approval No:

As applicable RBW = Restricted building work
FAP = Financial assistance package applicable

Does application involve RBW	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Is this a re-clad application	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Has a pre-application meeting been held	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Is this application subject to a claim under the FAP scheme	<input type="checkbox"/> Yes	<input type="checkbox"/> No
If yes, FAP claim number:		

THE BUILDING

Street address of building: *(for structures that do not have a street address, state the nearest street intersection and the distance and direction from that intersection)*

Legal description of land where building is located: *(state legal description as at the date of application and, if the land is proposed to be subdivided, include details of relevant lot numbers and subdivision consent)*

Building name: Location of building within site/block number:
(include nearest street access)

Number of levels: *(include ground level and any levels below ground)* Level or unit number:

Current, lawfully established, use: *(include number of occupants per level and per use if more than 1)*

Area: *(total floor area; indicate area affected by the building work if less than the total floor area)* m² Year first constructed:

THE OWNER

Name of owner: *(Include preferred form of address e.g. Mr, Miss, Dr if an individual)*

Contact person: *(Insert n/a if the applicant is an individual)*

Mailing address: Postcode:

Street address/registered office:

Phone number: Daytime After hours:

Facsimile number: Mobile:

Email address: Website:

The follow evidence of ownership is attached to this application Certificate of Title Lease agreement
 Sale & Purchase agreement Other document showing full name of legal owners of the building

AGENT (only required if application is being made on behalf of the owner)

Name of agent:

Contact person:

Mailing address: Postcode:

Street address / registered office:

Phone number: Daytime After hours:

Facsimile number: Mobile:

Email address: Website:

Relationship to owner: (supply details of authorisation from the owner to make the application on the owner's behalf)

THE APPLICANT (only required where sale and purchase agreement in place or certificate of title has not been issued)

Name of applicant: (Include preferred form of address e.g. Mr, Miss, Dr if an individual)

Contact person: (Insert n/a if the applicant is an individual)

Mailing address: Postcode:

Street address / registered office:

Phone number: Daytime After hours:

Facsimile number: Mobile:

Email address: Website:

Relationship to owner: (supply details of authorisation from the owner to make the application on the owner's behalf)

FIRST POINT OF CONTACT FOR COMMUNICATIONS WITH COUNCIL / BUILDING CONSENT AUTHORITY

Full name:

Mailing address: Postcode:

Phone number: Mobile:

Facsimile number: Email address:

Preferred method of correspondence: Email: Post:

BILLING

All consent related invoices/refunds to be billed to: Owner: Agent: Applicant:

Preferred method of billing: Email: Post:

Purchase order/Reference number: (if applicable)

Please note: any refunds are paid to the receipted name unless written authorisation has been received from the receipted person or company stating otherwise

SIGNATURE

Signature: Owner: Agent: Applicant:
 Name: Date:

If you are signing this application on behalf of a company/trust/other entity (the agent), you are declaring that you are duly authorised to sign on behalf of the owner to make this application

THE PROJECT

Description of the building work:

HOUSING	<input type="checkbox"/> Detached dwelling	<input type="checkbox"/> Multi-unit dwelling	<input type="checkbox"/> Group dwelling
Current, lawfully established use:	ANCILLARY	<input type="checkbox"/> Outdoor fire	<input type="checkbox"/> Retaining wall <input type="checkbox"/> _____
	OUTBUILDINGS	<input type="checkbox"/> Carport	<input type="checkbox"/> Garage <input type="checkbox"/> Pool <input type="checkbox"/> _____

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

If yes, provide details of new use:

Estimated total value of building work for **this** application, (building consent or amendment) including goods and services tax \$

Stage: of an intended: stages

Intended life of new building (if less than 50 years): number of years

LIST OF OTHER APPROVALS GAINED (please provide details)

APPROVAL	REFERENCE NUMBER	DETAILS
Building consents previously issued for this project: (if any)		
Resource consent		
Engineering approval		
Certificate of Acceptance		
Other		

PROJECT INFORMATION MEMORANDUM (the following matters are involved in the project)

<input type="checkbox"/> Subdivision	<input type="checkbox"/> New or altered access for vehicles
<input type="checkbox"/> Alterations to land contours	<input type="checkbox"/> Building work over or adjacent to any road or public place
<input type="checkbox"/> New or altered connections to public utilities	<input type="checkbox"/> Disposal of stormwater or wastewater
<input type="checkbox"/> New or altered locations and/or external dimensions of buildings	<input type="checkbox"/> Building work over any existing drains or sewers or in close proximity to wells or water mains
<input type="checkbox"/> Other matters known to the applicant that may require authorisations from the Building Consent Authority, please specify:	
<input type="text"/>	

ATTACHMENTS (the following documents are attached to this application)

- | | |
|---|--|
| <input type="checkbox"/> Plans and specifications | <input type="checkbox"/> Development contribution notice |
| <input type="checkbox"/> Project information memorandum | <input type="checkbox"/> Completed relevant checklist(s) |
| <input type="checkbox"/> Certificate attached to project information memorandum | <input type="checkbox"/> Memoranda from Licensed Building Practitioner(s) who carried out or supervised any design work that is restricted building work |

MEANS OF COMPLIANCE (the building work will comply with the building code as follows)

Clause (involved in the proposed building work)	Means of compliance (refer to compliance documents) or detail of alternative solution in the plans or specifications	Clause (involved in the proposed building work)	Means of compliance (refer to compliance documents) or detail of alternative solution in the plans or specifications
B1 Structure	<input type="checkbox"/> B1/AS1 <input type="checkbox"/> NZS 3604 <input type="checkbox"/> NZS 4229 <input type="checkbox"/> AS/NZS 1170 <input type="checkbox"/> Other _____	G1 Personal hygiene	<input type="checkbox"/> G1/AS1 <input type="checkbox"/> Other _____
B2 Durability	<input type="checkbox"/> B2/AS1 <input type="checkbox"/> NZS 3101 <input type="checkbox"/> NZS 3604 <input type="checkbox"/> NZS 3602 <input type="checkbox"/> Other _____	G2 Laundering	<input type="checkbox"/> G2/AS1 <input type="checkbox"/> Other _____
C1-C6 Protection from Fire	<input type="checkbox"/> C/AS1-7 <input type="checkbox"/> C/VM2 <input type="checkbox"/> Specific design	G3 Food preparation and prevention of contamination	<input type="checkbox"/> G3/AS1 <input type="checkbox"/> Other _____
D1 Access Routes	<input type="checkbox"/> D1/AS1 <input type="checkbox"/> NZS 4121 <input type="checkbox"/> Other _____	G4 Ventilation	<input type="checkbox"/> G4/AS1 <input type="checkbox"/> AS 1668.2 <input type="checkbox"/> NZS 4303 <input type="checkbox"/> AS/NZS 3666.1&2 <input type="checkbox"/> Other _____
D2 Mechanical installations for access	<input type="checkbox"/> D2/AS1 <input type="checkbox"/> NZS 4121 <input type="checkbox"/> NZS 4332 <input type="checkbox"/> NZS 4334 <input type="checkbox"/> Other _____	G5 Interior environment	<input type="checkbox"/> G5/AS1 <input type="checkbox"/> NZS 4214 <input type="checkbox"/> NZS 4121 <input type="checkbox"/> Other _____
E1 Surface water	<input type="checkbox"/> E1/AS1 <input type="checkbox"/> E1/VM1 <input type="checkbox"/> Other _____	G6 Airborne and impact sound	<input type="checkbox"/> G6/AS1 <input type="checkbox"/> Other _____
E2 External moisture	<input type="checkbox"/> E2/AS1 <input type="checkbox"/> E2/AS2 <input type="checkbox"/> E2/AS3 <input type="checkbox"/> E2/VM1 <input type="checkbox"/> AS/NZS 4284 <input type="checkbox"/> Specific design (Façade Engineer) <input type="checkbox"/> Other _____	G7 Natural light	<input type="checkbox"/> G7/AS1 <input type="checkbox"/> NZS 6703 <input type="checkbox"/> Other _____
E3 Internal moisture	<input type="checkbox"/> E3/AS1 <input type="checkbox"/> NZS 4214 <input type="checkbox"/> Other _____	G8 Artificial light	<input type="checkbox"/> G8/AS1 <input type="checkbox"/> NZS 6703 <input type="checkbox"/> Other _____
F1 Hazardous agents on site	<input type="checkbox"/> F1/AS1 <input type="checkbox"/> Other _____	G9 Electricity	<input type="checkbox"/> G9/AS1 <input type="checkbox"/> AS/NZS 3000 <input type="checkbox"/> Other _____
F2 Hazardous building materials	<input type="checkbox"/> F2/AS1 <input type="checkbox"/> NZS 4223.3 <input type="checkbox"/> Other _____	G10 Piped services	<input type="checkbox"/> G10/AS1 <input type="checkbox"/> 3501 <input type="checkbox"/> NZS 7646 <input type="checkbox"/> AS/NZS 5601.1 <input type="checkbox"/> Other _____
F3 Hazardous substances	<input type="checkbox"/> F3/VM1 <input type="checkbox"/> Hazardous Substances and New Organisms Act 1996 <input type="checkbox"/> Other _____	G11 Gas as an energy source	<input type="checkbox"/> G11/AS1 <input type="checkbox"/> AS/NZS 5601.1 <input type="checkbox"/> Other _____
F4 Safety from falling	<input type="checkbox"/> F4/AS1 <input type="checkbox"/> Fencing of Swimming Pools Act 1987 <input type="checkbox"/> Other _____	G12 Water supplies	<input type="checkbox"/> G12/AS1 <input type="checkbox"/> AS/NZS 3500.1 <input type="checkbox"/> Other _____
F5 Construction and demolition hazards	<input type="checkbox"/> F5/AS1 <input type="checkbox"/> Other _____	G13 Foul water	<input type="checkbox"/> G13/AS1 <input type="checkbox"/> G13/AS2 <input type="checkbox"/> G13/AS3 <input type="checkbox"/> AS/NZS 3500.2 <input type="checkbox"/> Other _____
F6 Visibility in Escape Routes	<input type="checkbox"/> F6/AS1 <input type="checkbox"/> AS/NZS 2293.2 <input type="checkbox"/> NZS 6104 <input type="checkbox"/> AS 2293.1 & 3 <input type="checkbox"/> Other _____	G14 Industrial liquid waste	<input type="checkbox"/> G14/AS1 <input type="checkbox"/> Other _____
F7 Warning systems	<input type="checkbox"/> F7/AS1 <input type="checkbox"/> NZS 4514 <input type="checkbox"/> NZS 4512 <input type="checkbox"/> NZS 4515 <input type="checkbox"/> NZS 4541 <input type="checkbox"/> AS 3786 <input type="checkbox"/> Other _____	G15 Solid waste	<input type="checkbox"/> G15/AS1 <input type="checkbox"/> Other _____
F8 Signs	<input type="checkbox"/> F8/AS1 <input type="checkbox"/> AS/NZS 2293.2 <input type="checkbox"/> Other _____	H1 Energy efficiency	<input type="checkbox"/> H1/AS1 <input type="checkbox"/> NZS 4218 <input type="checkbox"/> NZS 4243 <input type="checkbox"/> NZS 4214 <input type="checkbox"/> ALF Design Manual <input type="checkbox"/> Other _____
Cable car <input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> NZS 5270:2005 Part 16, Appendix C <input type="checkbox"/> Other _____		

Waivers and modifications: *State nature of waiver or modification of building code required*

PRODUCER STATEMENTS

The design professional is responsible for ensuring architectural drawings are stamped verifying that the plans accurately reflect their intentions; if required, construction monitoring levels and inspections must be attached to the producer statement.

For further information please refer to Auckland Councils producer statement policy at www.aucklandcouncil.govt.nz

RESTRICTED BUILDING WORK

Will the building work include any restricted building work?

Yes

No

Is a solid fuel heater involved? (If yes, is exemption required)

Yes

No

If the flue penetration through the roof exceeds 300mm; this is deemed restricted building work (RBW). All RBW is required to be installed by a licensed building practitioner; however, as there are no license classes available for this type of work Council will apply an exemption if requested. Where an exemption is requested, Council will either inspect the work or rely on a producer statement issued by a person approved to issue such statements (refer to Auckland Council Producer Statement Register on our website for further information)

KEY CONTACTS / LICENSED BUILDING PRACTITIONERS (LBP) *(please provide details)*

Please provide the following details for all licensed building practitioners (LPB) who will be involved in carrying out or supervising restricted building work. *(If these details are unknown at the time of application, they **must** be supplied before the building work begins).*

Designer or Architect

Structural Engineer

Business/Name:		Business/Name:	
Address:		Address:	
Daytime:	After hours:	Daytime:	After hours:
Mobile:	Fax:	Mobile:	Fax:
Registration or LBP Registration No:		Registration or LBP Registration No:	

Head Contractor / Site Manager

Builder / Carpentry work

Business/Name:		Business/Name:	
Address:		Address:	
Daytime:	After hours:	Daytime:	After hours:
Mobile:	Fax:	Mobile:	Fax:
LBP Registration No:		LBP Registration No:	

Drain layer

Plumber

Business/Name:		Business/Name:	
Address:		Address:	
Daytime:	After hours:	Daytime:	After hours:
Mobile:	Fax:	Mobile:	Fax:
Registration No:		Registration No:	

KEY CONTACTS / LICENSED BUILDING PRACTITIONERS (LBP) (please provide details)

Electrician

Business/Name:	
Address:	
Daytime:	After hours:
Mobile:	Fax:
Registration No:	

Gas Fitter

Business/Name:	
Address:	
Daytime:	After hours:
Mobile:	Fax:
Registration No:	

Foundation work

Business/Name:	
Address:	
Daytime:	After hours:
Mobile:	Fax:
LBP Registration No:	

Bricklaying

Business/Name:	
Address:	
Daytime:	After hours:
Mobile:	Fax:
LBP Registration No:	

Blocklaying

Business/Name:	
Address:	
Daytime:	After hours:
Mobile:	Fax:
LBP Registration No:	

External Plastering

Business/Name:	
Address:	
Daytime:	After hours:
Mobile:	Fax:
LBP Registration No:	

Roofing work

Business/Name:	
Address:	
Daytime:	After hours:
Mobile:	Fax:
LBP Registration No:	

Other

Business/Name:	
Address:	
Daytime:	After hours:
Mobile:	Fax:
LBP Registration No:	

OFFICE ONLY USE

Receipt No:	
Deposit \$:	
PIM/BC No:	
Date:	
New compliance schedule required	<input type="checkbox"/> Yes <input type="checkbox"/> No
Existing compliance schedule requires amending	<input type="checkbox"/> Yes <input type="checkbox"/> No

Area Office		
<input type="checkbox"/> Central	<input type="checkbox"/> Henderson	<input type="checkbox"/> Orewa
<input type="checkbox"/> Papakura	<input type="checkbox"/> Pukekohe	<input type="checkbox"/> Takapuna
<input type="checkbox"/> Manukau		
<input type="checkbox"/> Compass	<input type="checkbox"/> MBC	<input type="checkbox"/> Professional

COMMENTS

Lodgement checklist: residential

Please attach this checklist with your application

GUIDANCE INFORMATION

Documentation must cover all aspects identified in this lodgement checklist. The checklist is designed to ensure applicants know up front what information is required, please ensure you read it and answer all questions with the applicable answer. This will ensure your application is processed in a timely manner. For guidance refer to the building consent practice notes on the Auckland Council website.

All applications must be accompanied by 2 x comprehensive sets of documentation (except in Manukau where 3 x sets are required).

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 white A3, A2 or A1 paper. Minimum font size of 10 or if 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
 - address of property
 - be dated for version control
- specifications must be project specific and include relevant supporting documentation (installation details)

Restricted building work (RBW): From March 1st 2012 the introduction of 'RBW' takes effect for residential dwellings and apartment buildings. It is defined as design or building work that is critical to the integrity of the building.

A house is:

- A free-standing, fully detached building consisting of a single residential unit (and can also have 1 or more residential facilities such as a foyer, laundry, garage, etc)

Licensed building practitioners (LBPs) are the only people allowed to supervise or carry out RBW. The classes of RBW are: design, carpentry, site supervision, roofing, bricklaying, blocklaying, external plastering, foundations and emergency warning systems.

For further information about licensing or restricted building work refer to the Ministry of Building Innovation and Employment website www.building.govt.nz

Applications supported by a producer statement (PS): If an application is supported by a producer statement, the architectural plans must be counter-signed by the design specialist (i.e. engineer) confirming design details unless the drawings are provided by the specialist.

Note: producer statements must be dated no older than 90 days and the author must be listed on Councils Approved Author Register. For a list of approved authors please visit www.aucklandcouncil.govt.nz

Deposit: all applications must be supported by a deposit payable at the time of lodgement. A final invoice will be sent when your building consent has been approved; the final invoice covers the full cost of processing the application as well as fees for inspections and the code compliance certificate less the deposit already paid.

Water meter applications: for new water meter connections download an application form and apply direct to WaterCare (note independent charges will occur) please refer to www.watercare.co.nz

Vehicle crossing applications: all building consent applicants should advise whether the property has an existing vehicle crossing that will be used to serve the new building or development. If you do not have an existing crossing **OR** are building within 1.0m of the road corridor **OR** a new building on a vacant lot, then a new vehicle crossing application must be submitted to Auckland Council, who act as the receiving agent for Auckland Transport. A "Vehicle Crossing Application Form", and description of the approval process, can be viewed and downloaded from the website www.at.govt.nz by typing in the keywords "Vehicle Crossing" in the search bar and selecting the "Vehicle Crossing link". The completed application form together with the application fee must be submitted in person to your nearest Auckland Council Service Centre.

Network utility operator: prior approval is required if the building is under or near high voltage transmission lines or over or near public drains.

Financial assistance package (FAP): if this application is subject to a claim under the Financial Assistance Package (FAP) scheme; you must lodge this application in person at the Graham Street Service Centre, 35 Graham Street, Auckland City.

SITE ADDRESS

Property address

DECLARATION

I/We confirm that all the information/documentation as indicated on this checklist is provided. If this Residential Building Consent application includes a Solid Fuel Heater, Solar water heater/heat pump water heater or a Pool/ Spa Pool **all relevant sections of this checklist must be completed** (please tick ✓ as applicable):

<input style="width: 40px; height: 30px; border: 1px solid black;" type="checkbox"/> Solid fuel heater	<input style="width: 40px; height: 30px; border: 1px solid black;" type="checkbox"/> Solar water heater/heat pump water heater	<input style="width: 40px; height: 30px; border: 1px solid black;" type="checkbox"/> Pool / Spa Pool
Owner / Agent signature: <input style="width: 250px; height: 25px;" type="text"/>	Date: <input style="width: 100px; height: 25px;" type="text"/>	

VEHICLE CROSSING

All building consent applicants should advise whether the property has an existing vehicle crossing that will be used to serve the new building or development. If you do not have an existing crossing OR are building within 1.0m of the road corridor OR a new building on a vacant lot, then a new vehicle crossing application must be submitted to Auckland Council, who act as the receiving agent for Auckland Transport. A "Vehicle Crossing Application Form" and description of the approval process, can be viewed and downloaded from the website www.at.govt.nz by typing "Vehicle Crossing" in the search bar and selecting the "Vehicle Crossing link". The completed application form together with fee must be submitted in person to your nearest Auckland Council Service Centre.

Yes	No	N/A	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> New vehicle crossing <u>OR</u> <input type="checkbox"/> Building <u>within</u> 1.0m of road corridor
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Existing vehicle crossing

GENERAL REQUIREMENTS (N/A denotes not applicable) 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	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Project description is accurate and describes all work involved in the project	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Building within 2m of or over a public drain requires Watercare Services Ltd (WSL) or other NUO approval.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Have you provided bridging design details to build over the drain?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Building within 10m of a WSL main trunk line requires WSL or other NUO approval.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	CCTV video / DVD and report provided for building over / near public drains?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Has the WSL or other NUO build-over approval been applied/approved/notified of? (Please circle one).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	WSL application form provided to the customer for them to apply.	<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) including all consent notices and encumbrances; sale and purchase agreement or lease agreement	<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 trust	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

MEMORANDUM / CERTIFICATE OF DESIGN WORK (CoW) 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"/>	The designer has provided a memorandum of design for restricted building work?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The engineer has provided a memorandum of design for restricted building work?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The memorandum of design is completed in full and personally signed by licensed building practitioner?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Is there a waiver or modification?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

AMENDMENTS				Entire section N/A			<input type="checkbox"/>
Customer use			Description	Council use only			
Yes	No	N/A		Yes	No	N/A	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Has the original consent been issued? (If not, this change is considered a revision not an amendment).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Does the description of building work accurately summarise the changes?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Plans clouded to show changes? (two copies minimum provided)	<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"/>
Customer use			Description	Council use only			
Yes	No	N/A		Yes	No	N/A	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Legal description; Lot, DP and street address indicated?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	North point indicated on the site plan?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Land contours, or spot levels shown at maximum 1m increments; datum identified with levels indicated.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Site boundaries including bearings of boundaries / exclusive area boundaries for cross lease properties, common areas clearly shown.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	All existing and proposed buildings clearly defined with dimensions from boundaries and other buildings (including notional boundaries if appropriate)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	All existing and proposed sanitary/storm water drainage (including on-site treatment systems) indicated with distances to boundaries	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Location of HWC if external	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

FOUNDATION PLAN (SCALE 1:100 OR 1:50)				Entire section N/A			<input type="checkbox"/>
Customer use			Description	Council use only			
Yes	No	N/A		Yes	No	N/A	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Slab construction: concrete, steel reinforcing, slab thickening and control joints specified, detailed and dimensioned. If SED (e.g. rib-raft) provide engineers design (Refer specific engineered design section)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Cross section of footing details including height in relation to ground levels shown	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Suspended timber floor construction: pile type, treatment, size, embedment depth and layout specified, detailed and dimensioned.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Subfloor framing details, including size, centres, fixings, timber treatment and grading details for all subfloor and deck framing	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Joist layout plan for all levels including joist size, centres, timber treatment and grading details for all floors and decks.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

FLOOR PLAN (SCALE 1:100 OR 1:50)				Entire section N/A			<input type="checkbox"/>
Customer use			Description	Council use only			
Yes	No	N/A		Yes	No	N/A	
<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"/>	Internal stairs, handrails and decking shown	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Finished floor levels shown?	<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 if internal?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

ELEVATIONS (SCALE 1:100 OR 1:50)				Entire section N/A			<input type="checkbox"/>
Customer use			Description	Council use only			
Yes	No	N/A		Yes	No	N/A	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Elevations for each external wall provided?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Existing and finished ground levels/floor levels indicated?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	External stairs, handrails and decking shown?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Sub floor ventilation indicated?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

CROSS-SECTIONS (SCALE 1:100 OR 1:50)						Entire section N/A			<input type="checkbox"/>
Customer use			Description	Council use only					
Yes	No	N/A		Yes	No	N/A			
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	A minimum of two cross sections through the length and width of the building?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Retaining wall details (cut, fill, height of retained ground, waterproof membrane and drainage) and height of wall indicated?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Are foundation details, terraces, steps, balustrades indicated as to proximity to services?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Floor, wall and roof construction shown (size, height, timber treatment, grading, insulation, lining and cladding)?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Finished ground levels and floor levels?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			

ROOF PLAN + ROOF FRAMING PLAN (SCALE 1:100 OR 1:50)						Entire section N/A			<input type="checkbox"/>
Customer use			Description	Council use only					
Yes	No	N/A		Yes	No	N/A			
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Roof bracing plan?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	M/F producer statement for computer software, fabricator design statement and truss layout plan supplied?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Location and size of rainwater heads, scuppers, internal gutters, spouting and downpipes indicated?	<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"/>
Customer use			Description	Council use only					
Yes	No	N/A		Yes	No	N/A			
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Existing and proposed fixtures and fittings?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Details of storm water/sewer disposal systems provided? E.g. detention tanks, pumps and effluent disposal including location, size, volume and depth of excavations (if applicable)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	On-site waste water disposal and TP58 report?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Soakage report provided and details shown on plans?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Locate wastes, pipes and outlets, including sizes and gradients, shown in relation to mid-floor framing or slab construction. Schematic for more than one level.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Application form for stormwater detention tank review attached	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			

BUILDING ENVELOPE (SCALE 1:5 OR 1:10)						Entire section N/A			<input type="checkbox"/>
Customer use			Description	Council use only					
Yes	No	N/A		Yes	No	N/A			
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	E2/AS1 risk matrix provided for each elevation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Cross sections / details of all roof and wall junctions, eaves, balustrade, parapets, penetrations, control joints and sill/head/jamb flashings	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Current manufacturer's technical specifications/installation instructions and maintenance requirements for all cladding systems	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Quality assurance programme (if re-clad)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			

BRACING PLAN						Entire section N/A			<input type="checkbox"/>
Customer use			Description	Council use only					
Yes	No	N/A		Yes	No	N/A			
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Bracing calculations, specifications and layout (wall, subfloor and deck)?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			

SPECIFIC ENGINEERED DESIGN (SED)						Entire section N/A			<input type="checkbox"/>
Customer use			Description	Council use only					
Yes	No	N/A		Yes	No	N/A			
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Engineering calculations and drawings?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Producer statements completed in full and signed (where provided) and author on Council register	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Plans signed and dated by engineer <u>or</u> structural drawings provided <u>or</u> schedule listing work covered if supported by producer statement	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			

ENGINEERING PLAN APPROVAL (EPA)				Entire section N/A			<input type="checkbox"/>
Customer use			Description	Council use only			
Yes	No	N/A		Yes	No	N/A	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Copy of engineering plan approval for public drainage, water, parks or road works)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

OTHER DOCUMENTATION (specification / reports / calculations)				Entire section N/A			<input type="checkbox"/>
Customer use			Description	Council use only			
Yes	No	N/A		Yes	No	N/A	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Two copies of project-specific specifications and design reports provided?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Waterproofing details and floor / wall linings and finishes specified for wet areas (i.e. bathroom and laundry)?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Soil and ground stability; geotechnical report / plans?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Site contamination; report / plans?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Flooding and surface water; report / plans?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Erosion and sediment control plan; report / plans?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Energy efficiency (H1) report and calculations?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Acoustic design report?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Fire design report / construction details if building within 1m of boundary, > 3 stories, or household units are attached	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Agreement to provide producer statement construction if applicable?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

PLANNING INFORMATION				Entire section N/A			<input type="checkbox"/>
Customer use			Description	Council use only			
Yes	No	N/A		Yes	No	N/A	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Copy of approved resource consent and conditions together with stamped plans provided?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Location, dimensions and gradient of car parking/ manoeuvring/ vehicle crossing shown on the plan?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	All areas and volumes of proposed disturbed earth (eg. excavation, fill, retaining) indicated?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	All areas of impermeable coverage, building and landscaping shown and calculations provided?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Show compliance with outdoor living and service court provisions shown?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Are all streams and riparian margins shown on the plan?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Are all trees protected by the District Plan (height, girth and drip line) shown?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Height in relation to boundary controls shown at the critical points and with the maximum height control shown including relevant ground and floor levels?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Have you checked that your development is / is not affected by any provisions of the Unitary Plan (which have immediate legal effect)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

DEMOLITION / REMOVAL / RELOCATION (if included as part of building project)				Entire section N/A			<input type="checkbox"/>
Customer use			Description	Council use only			
Yes	No	N/A		Yes	No	N/A	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Services capped and sealed inside boundary?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	All existing buildings and buildings to be demolished / removed shown?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Safety plan / report detailing safe handling and disposal of hazardous materials provided?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Pollution prevention plan covering control of noise and dust provided?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Details/means of barricading the site to prevent public access provided?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Third party report for relocatable building?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

SWIMMING / SPA POOL AND POOL FENCING						Entire section N/A <input type="checkbox"/>		
Customer use			Description	Council use only				
Yes	No	N/A		Yes	No	N/A		
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Swimming pool <input type="checkbox"/> Spa pool			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Pool specifications i.e. type, brand, installation, etc			<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 (refer to SED section)			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Site plan with location of proposed pool and pool fencing including any gates; gates to show opening direction (refer also to site plan section) and any changes in ground levels			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Immediate pool area specified (i.e. pool isolated)			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Manufacturer's specification for fencing			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Plans to show details of fencing, i.e. materials, height, gate mechanisms (closing and latching devices) and latch heights specified			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	If building is used as part of fencing: <input type="checkbox"/> Floor plan indicating location and opening projection of all doors opening into pool area <input type="checkbox"/> Construction details and type of self-closing / latching devices for all doors leading into pool area <input type="checkbox"/> Elevations indicating any windows opening into pool area and details of locking mechanisms i.e. restrictors			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	If boundary fencing used as part of pool fencing: <input type="checkbox"/> Photos showing all intersecting fences note: no climbable intersecting fences, rails, etc permitted <input type="checkbox"/> Photos showing both sides of fence note: no climbable projections permitted within 1.2m of fence (i.e. trees, sheds, etc) <input type="checkbox"/> Cross-section showing details of fencing (height, openings, materials, etc)			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

SOLID FUEL HEATER APPLIANCE						Entire section N/A <input type="checkbox"/>		
Customer use			Description	Council use only				
Yes	No	N/A		Yes	No	N/A		
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Location of solid fuel heating appliance shown on floor plan?			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Location of all windows and doors in close proximity to appliance shown?			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Location of hot water cylinder (if wetback) provided?			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Cross section through building to show penetrations through floor joists (required where building is 2 or more stories)?			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Cross section through roof showing roof material and flashing details; floor construction (i.e. timber / concrete floor) and type of restraint (i.e. method of fixing appliance to hearth and hearth to floor)			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Cross section through chimney where false chimney surround constructed			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Elevation or photo of external wall that the appliance is being installed on to show location and height of flue; dimensions to be included (and clearances from upper storey windows where flue penetrates a lower storey)			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Wetback details; details of valves and water supply pipes?			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Type and capacity of hot water cylinder Note: HWC must be open vented low pressure system if wetback installed			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Manufacturer's specifications, indicating make and model, installation instructions, clearances, flue details, flashing details, hearth insulating method, etc?			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Method of ventilation specified? (Opening window; air duct; air blower)			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	National Environmental Standard: details of emission and thermal efficiency ratings for model installed			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Authorisation number	ECAN	Nelson	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Second hand appliance: third party report on condition of appliance, third party must also confirm that the appliance complies with emission standards			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Heritage buildings: approval required from NZ Historic Places Trust and / or Planning Team			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	If RBW, has an exemption under clause 2 of Schedule 1 been requested? (Refer to application form)			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

WATER HEATERS (SOLAR OR HEAT PUMP) 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"/>	Location and capacity of hot water cylinder and temperature or pressure relief valve discharge point provided?	<input type="checkbox"/>	<input type="checkbox"/>	<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"/>
<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"/>
<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"/>
<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"/>
<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 (refer to SED section)	<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: PIM number:

Other relevant consent numbers:

Project complexity level? R1 R2 R3

Application accepted: Yes No If NO, state the reason(s) why application not accepted in comments section below:

LBP register checked: Yes No NA Designer / Draftsperson / Engineer number

IPENZ register checked: Yes No NA Chartered professional engineer number

NZRAB register checked: Yes No NA Registered architect number

Name of Lodgement Officer: Signature: Date

COMMENTS

Producer statement construction (PS3) or producer statement construction review (PS4)

I, being the owner / agent confirm that I have engaged the following producer statement author(s) **listed on the reverse side** of this document to be responsible for carrying out construction (PS3) or observing and supervising construction (PS4)

Name:	<input type="text"/>	<input type="checkbox"/> Owner <input type="checkbox"/> Agent
Signature:	<input type="text"/>	Date: <input type="text"/>
Building consent number (if known)	<input type="text"/>	
Address of project:	<input type="text"/>	

Important notes:

In order to approve a building consent, Council must be satisfied on reasonable grounds that the provisions of the Building Code will be met. Council must also be satisfied that the building work is constructed in accordance with the building consent and Building Code before it can issue a code compliance certificate. Producer statements are a mechanism used for establishing compliance with the Building Code and are a cost-effective alternative to Council undertaking design reviews and inspections itself.

In some instances, building work that is specifically designed may require specialist installation / supervision. Where these elements are identified, the owner / agent may enter into an agreement with Council, to provide a producer statement to support compliance.

*This form serves as acknowledgement by the owner/agent that a producer statement will be provided on completion of the building work to which it relates. If at the time of application, the design professional or contractor details are unknown, please complete all other fields of this form noting the words “**to be advised**” in the author’s name field.*

Producer statement construction (PS3) *If an owner / agent intends to provide a PS3 for internal waterproofing or installation of a heating appliance in lieu of an inspection the author must be on Councils Producer Statement Register and the author **must** phone the Call Centre on (09) 301 0101 to advise they will be performing the work. At this time Council staff will check and confirm the author is on the Register and if so, record the contractor’s details against the building consent. An inspection is not required for this work. All other work performed by a contractor must be inspected and supported by a producer statement.*

Producer statement construction review (PS4) *Producer statements must be supported by way of site observation records and instructions, diary notes, testing and commissioning certificates, warranties, or such documents applicable to the construction, which has been undertaken / observed / supervised.*

On completion of the building work, Council will rely on the producer statement and supporting documentation when making its decision on whether to issue a code compliance certificate. All producer statement authors must be listed on the Auckland Council Producer Statement Register; the register can be found on the Councils website @ www.aucklandcouncil.govt.nz .

Please note *that whilst every effort is made to identify producer statement requirements at consent stage; it may be possible that further information is required during construction and prior to the issue of the Code Compliance Certificate.*

Tick if applies	Description of work (delete items not applicable)	Producer Statement Authors name (If unknown, write TBA)	Approved author #	Type
<input type="checkbox"/>	Geotechnical - soil conditions, soil compaction, earthworks, excavations on boundary, etc			PS4
<input type="checkbox"/>	Foundations, piling, masonry (Type A, B or C), compaction of hard-fill, drain bridging, raft slab			PS4
<input type="checkbox"/>	Pile driving			PS3 PS4
<input type="checkbox"/>	Internal waterproofing membranes			PS3
<input type="checkbox"/>	External waterproofing membranes			PS3
<input type="checkbox"/>	Heating appliance			PS3
<input type="checkbox"/>	Stormwater management devices			PS4
<input type="checkbox"/>	Waste water systems			PS4
<input type="checkbox"/>	Swimming pool			PS4
<input type="checkbox"/>	Precast and pre-stressed concrete			PS3 PS4
<input type="checkbox"/>	Structural steel / portal frames			*
<input type="checkbox"/>	Facade systems			PS4
<input type="checkbox"/>	Installation, testing & commissioning certificates for fire safety systems			*
<input type="checkbox"/>	Inspection & test plan (ITP) structural steel welding			*
<input type="checkbox"/>	Fire safety systems			PS3
<input type="checkbox"/>	Fire protection – interior surface finishes, floor coverings & suspended flexible fabrics			PS3
<input type="checkbox"/>	Fire protection – intumescent coatings to structural steel			PS3
<input type="checkbox"/>	Passive fire protection - stopping of fire rated walls, floors, ceilings & penetrations			PS3
<input type="checkbox"/>	Heating ventilation & air-conditioning (HVAC)			PS4
<input type="checkbox"/>	Proprietary product installation			PS3
<input type="checkbox"/>	Racking			PS4
<input type="checkbox"/>	Seismic performance			PS4
<input type="checkbox"/>				
<input type="checkbox"/>				

* Refer to conditions of consent for type of producer statement and certification requirements