

Form 2: Application for project information memorandum and/or building consent

Section 33 or 45, Building Act 2004

1. THE BUILDING [Complete all applicable sections]

Street address of building: <i>[If no street address – details of nearest intersection]</i>	
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Legal description of land where building is located:

Lot	
DP	
Site area (m ²)	
Sec	
Block	
Building name:	
Valuation Number:	
Location of building within site/block number: <i>[Include nearest street access]</i>	
Number of levels: <i>[Above & below ground]</i>	
Level / Unit Number:	
Floor area: (m²) <i>[Indicate area affected by the building work]</i>	
Current, <u>lawfully established,</u> use:	
Year First Constructed:	
<i>[Add no. of occupants per level and per use if more than 1]</i>	

2. APPLICATION [Nominate as applicable]

I request that you issue a: (for the building work described in this application)

- Project Information Memorandum (PIM)
- Project Information Memorandum (PIM) and Building Consent (BC)
- Building Consent The existing PIM No *[if applicable]* is: _____
- Amendment to an existing Building Consent. The existing BC No is: _____
- Staged Consent – Being stage _____ of _____ stages

State the reference number if this application involves a National Multiple Use Approval:

Name: _____ Signature: _____ Date: _____

The signature is that of the Owner **OR** the Agent on behalf of and with the approval of the Owner

This is my address for service, and I acknowledge that some communications may be by email. Please nominate if email address is not available.

3. THE PROJECT

DESCRIPTION OF BUILDING WORK: *(Provide sufficient information below to enable scope of work to be fully understood)*

Current use of building [E.g. Home, implement shed, office]	
Will the building work result in a change of use of the building? <input type="checkbox"/> Yes <input type="checkbox"/> No.	If yes, provide details of the new use of the building:
Intended life of the building if less than 50 years: [Years]	
List Building Consents previously issued for this project (if any):	
Estimated value of the building work on which the building levy will be calculated (including goods and services tax):	\$ [State estimated value as defined in section 7 of the Building Act 2004]

4. OWNER

Name of Owner:	
Contact person	
Mailing address:	
Street address / registered office:	
Phone - Landline:	
Mobile:	
Daytime:	
After hours:	
Facsimile:	
Email:	
Website:	
THE FOLLOWING EVIDENCE OF OWNERSHIP IS ATTACHED: <input type="checkbox"/> Record of Title <input type="checkbox"/> Lease Agreement <input type="checkbox"/> Agreement for Sale and Purchase <input type="checkbox"/> Other document	

5. AGENT

[Only required if application is being made on behalf of the owner]

Name of Agent:	
Contact person	
Mailing address:	
Street address / registered office:	
Phone - Landline:	
Mobile:	
Daytime:	
After hours:	
Facsimile:	
Email:	
Website:	
Relationship to owner: [State details of the authorisation from the owner to make the application on the owner's behalf]	

FIRST POINT OF CONTACT for communications with the Council / Building Consent Authority:

Owner Agent

Or: (If different to above details)

Name:		Email:	
Mailing Address:		Phone:	
		Facsimile:	

BILLING (PAYER) DETAILS: Owner Agent Other, (state name & mailing address)

7. PROJECT INFORMATION MEMORANDUM

(Do not fill in this section if the application is for a building consent only)

The following matters are involved in the project: [Nominate the matters relevant to the project]

- Subdivision
- Alterations to land contours [e.g. digging out the site for a building platform]
- New or altered connections to public utilities [e.g. Council sewer, storm water or water mains]
- 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 any existing drains or sewers or in close proximity to wells or water mains

Other matters known to the applicant that may require authorisations from the Territorial Authority:
[Specify]

8. BUILDING CONSENT

The following plans and specifications are attached to this application: (please enter these in section 9)

I understand that this application is to be assessed against Acceptable Solutions, unless stated in the following section. Please tick to indicate your agreement

THE BUILDING WORK WILL COMPLY WITH THE BUILDING CODE AS FOLLOWS:

	Means of Compliance <i>Nominate relevant compliance path(s) for each clause selected.</i>				
Building Code Clause	Acceptable Solution	NZS 4121	Verification	Alternative Solution	Waiver / Modification
<i>Nominate relevant clauses</i>		Accessible Design		Method	
<input type="checkbox"/> B1 Structure	<input type="checkbox"/> B1/AS1 <input type="checkbox"/> B1/AS3		<input type="checkbox"/> B1/VM1 <input type="checkbox"/> B1/VM4		
<input type="checkbox"/> B2 Durability	<input type="checkbox"/> B2/AS1		<input type="checkbox"/> B2/VM1		
<input type="checkbox"/> C1-6 Protection from fire	<input type="checkbox"/> C/AS1 <input type="checkbox"/> C/AS2		<input type="checkbox"/> C/VM1 <input type="checkbox"/> C/VM2		
<input type="checkbox"/> D1 Access routes	<input type="checkbox"/> D1/AS1		<input type="checkbox"/> D1/VM1		
<input type="checkbox"/> D2 Mechanical installation for access	<input type="checkbox"/> D2/AS1 <input type="checkbox"/> D2/AS2 <input type="checkbox"/> D2/AS3				
<input type="checkbox"/> E1 Surface water	<input type="checkbox"/> E1/AS1 <input type="checkbox"/> E1/AS2		<input type="checkbox"/> E1/VM1		
<input type="checkbox"/> E2 External moisture	<input type="checkbox"/> E2/AS1 <input type="checkbox"/> E2/AS2 <input type="checkbox"/> E2/AS3 <input type="checkbox"/> E2/AS4		<input type="checkbox"/> E2/VM1 <input type="checkbox"/> E2/VM2		
<input type="checkbox"/> E3 Internal moisture	<input type="checkbox"/> E3/AS1 <input type="checkbox"/> E3/AS2				
<input type="checkbox"/> F1 Hazardous agents on site			<input type="checkbox"/> F1/VM1		
<input type="checkbox"/> F2 Hazardous building materials	<input type="checkbox"/> F2/AS1				
<input type="checkbox"/> F3 Hazardous substances and processes			<input type="checkbox"/> F3/VM1		
<input type="checkbox"/> F4 Safety from falling	<input type="checkbox"/> F4/AS1				

	Means of Compliance <i>Nominate relevant compliance path(s) for each clause selected.</i>				
Building Code Clause	Acceptable Solution	NZS 4121	Verification	Alternative Solution	Waiver / Modification
<i>Nominate relevant clauses</i>		Accessible Design		Method	
<input type="checkbox"/> F5 Construction and demolition hazards	<input type="checkbox"/> F5/AS1				
<input type="checkbox"/> F6 Visibility in escape routes	<input type="checkbox"/> F6/AS1				
<input type="checkbox"/> F7 Warning systems	<input type="checkbox"/> F7/AS1				
<input type="checkbox"/> F8 Signs	<input type="checkbox"/> F8/AS1				
<input type="checkbox"/> F9 Restricting access to residential pools	<input type="checkbox"/> F9/AS1 <input type="checkbox"/> F9/AS2				
<input type="checkbox"/> G1 Personal hygiene	<input type="checkbox"/> G1/AS1				
<input type="checkbox"/> G2 Laundering	<input type="checkbox"/> G2/AS1				
<input type="checkbox"/> G3 Food preparation and prevention of contamination	<input type="checkbox"/> G3/AS1				
<input type="checkbox"/> G4 Ventilation	<input type="checkbox"/> G4/AS1		<input type="checkbox"/> G4/VM1		
<input type="checkbox"/> G5 Interior environment	<input type="checkbox"/> G5/AS1				
<input type="checkbox"/> G6 Airborne impact sound	<input type="checkbox"/> G6/AS1		<input type="checkbox"/> G6/VM1		
<input type="checkbox"/> G7 Natural light	<input type="checkbox"/> G7/AS1		<input type="checkbox"/> G7/VM1		
<input type="checkbox"/> G8 Artificial light	<input type="checkbox"/> G8/AS1		<input type="checkbox"/> G8/VM1		
<input type="checkbox"/> G9 Electricity	<input type="checkbox"/> G9/AS1		<input type="checkbox"/> G9/VM1		
<input type="checkbox"/> G10 Piped services	<input type="checkbox"/> G10/AS1		<input type="checkbox"/> G10/VM1		

		Means of Compliance <i>Nominate relevant compliance path(s) for each clause selected.</i>			
Building Code Clause	Acceptable Solution	NZS 4121	Verification	Alternative Solution	Waiver / Modification
<i>Nominate relevant clauses</i>		Accessible Design		Method	
<input type="checkbox"/> G11 Gas as an energy source	<input type="checkbox"/> G11/AS1				
<input type="checkbox"/> G12 Water supplies	<input type="checkbox"/> G12/AS1 <input type="checkbox"/> G12/AS2		<input type="checkbox"/> G12 /VM1		
<input type="checkbox"/> G13 Foul water	<input type="checkbox"/> G13/AS1 <input type="checkbox"/> G13/AS2 <input type="checkbox"/> G13/AS3		<input type="checkbox"/> G13/VM1 <input type="checkbox"/> G13/VM4		
<input type="checkbox"/> G14 Industrial liquid waste	<input type="checkbox"/> G14/AS1		<input type="checkbox"/> G14/VM1		
<input type="checkbox"/> G15 Solid waste	<input type="checkbox"/> G15/AS1				
<input type="checkbox"/> H1 Energy efficiency	<input type="checkbox"/> H1/AS1		<input type="checkbox"/> H1/VM1		
	<input type="checkbox"/> H1/AS2		<input type="checkbox"/> H1/VM2		
			<input type="checkbox"/> H1/VM3		
<input type="checkbox"/> B1-H1 Back Country Hut	<input type="checkbox"/> BCH/AS1				

COMPLIANCE SCHEDULE

(specified systems are defined in regulations)



- The specified systems for the building are as follows:
- The following specified systems are being altered, added to or removed in the course of the building work: or
- There are no specified systems in the building.

Please provide the details required by completing these forms:

- MDC CS1 Specified System List for building consent applications; and
- MDC CS2 Specified System Form for building consent applications

9. ATTACHMENTS

The following documents are attached to this application:

- Plans and specifications [*list*]
- Alternative plans and specifications (if the applicant wants to obtain pre-approval for possible product substitutions) [*list*]
- Current product certificate(s)
- Alternative product certificates(s) (if the applicant wants to obtain pre-approval for possible product substitutions)
- Current manufacturer's certificate(s) referred to in section [45\(1\)\(bb\)](#) of the Act
- Current manufacturer's certificate(s) referred to in section [45\(1\)\(bc\)](#) of the Act
- Memoranda (Certificates of Design Work) from licensed building practitioner(s) who carried out or supervised any design work that is restricted building work
- Project information memorandum
- Development contribution notice
- Certificate attached to project information memorandum



PROPERTY OWNERS FORM

(to be completed by Property Owner, not Agent) SECTION ONE

I/we give _____

permission to act as our agent for the building consent application on my/our behalf.

Property Owners Signature: _____

Name:

Date:

All the relevant information provided on the Building Consent Application form is required to be provided under the Building Act 2004 and/or Resource Management Act 1991 for the Mackenzie District Council to assess your application. Under these Acts this information has to be made available to members of the public if requested. The information contained in the application may be made available to other departments of the Council. You have the right to access the personal information held about you by the Council which can be readily retrieved. You can also request that the Council correct any personal information it holds about you.

Appendix 2

Clause A1—Classified Uses

1.0 Explanation

1.0.1 For the purposes of this building code *buildings* are classified according to type, under seven categories.

1.0.2 A *building* with a given classified use may have one or more *intended uses* as defined in the Act.

2.0 Housing

2.0.1 Applies to *buildings* or use where there is self care and service (internal management). There are three types:

2.0.2 Detached dwellings

Applies to a *building* or use where a group of people live as a single household or family. Examples: a holiday cottage, boarding house accommodating fewer than 6 people, dwelling or hut.

2.0.3 Multi-unit dwelling

Applies to a *building* or use which contains more than one separate household or family. Examples: an attached dwelling, flat or multiunit apartment.

2.0.4 Group dwelling

Applies to a *building* or use where groups of people live as one large extended family. Examples: within a commune or name.

3.0 Communal residential

3.0.1 Applies to *buildings* or use where assistance or care is extended to the *principal users*. There are two types:

3.0.2 Community service

Applies to a residential *building* or use where limited assistance or care is extended to *the principal users*. Examples: a boarding house, hall of residence, holiday cabin, *backcountry hut*, hostel, hotel, motel, nurses' home, retirement village, time-share accommodation, a work camp, or camping ground.

3.0.3 Community care

Applies to a residential *building* or use where a large degree of assistance or care is extended to the *principal users*. There are two types:

- (a) Unrestrained: where the *principal users* are free to come and go. Examples: a hospital, an old people's home or a health camp.
- (b) Restrained: where the *principal users* are legally or physically constrained in their movements. Examples: a borstal or drug rehabilitation centre, an old people's home where substantial care is extended a prison or hospital.

Schedule 1 clause A1 3.0.2; amended, on 31 October 2008, by regulation 4 of the Building (Building Code: Back Country Huts) Amendment Regulations 2008 (SR 2008/358)

4.0 Communal non-residential

4.0.1 Applies to a *building* or use being a meeting place for people where care and service is provided by people other than the *principal users*. There are two types:

4.0.2 Assembly service

Applies to a *building* or use where limited care and service is provided. Examples: a church, cinema, clubroom, hall, museum, public swimming pool, stadium, theatre, or whare runanga (the assembly house).

4.0.3 Assembly care

Applies to a *building* or use where a large degree of care and service is provided. Examples: an early childhood education and care centre, college, day care institution, centre for handicapped persons, kindergarten, school or university.

Schedule 1 Clause A1 4.0.3; amended, on 1 December 2008, by section 60(2) of the Education Amendment Act (2006 No 19)

5.0 Commercial

5.0.1 Applies to a *building* or use in which any natural resources, goods, services or money are either developed, sold, exchanged or stored. Examples: an amusement park, auction room, bank, carpark, catering facility, coffee bar, computer centre, fire station, funeral parlour, hairdresser, library, office (commercial or government), Police station,

post office, public laundry, radio station. restaurant, service station shop. showroom, storage facility. television station or transport terminal.

6.0 Industrial

6.0.1 Applies to a *building* or use where people use material and physical effort to:

- (a) extract or convert natural resources.
- (b) produce goods or energy from natural or convened resources.
- (c) repair goods. or
- (d) store goods (ensuing from the industrial process).

Examples: an agricultural building. agricultural processing facility, aircraft hangar. factory, power station. sewage treatment works, warehouse or utility.

7.0 Outbuildings

7.0.1 Applies to a *building* or use which may be included within each classified use but are not intended for human habitation, and are accessory to the principal use of associated *buildings*. Examples: a carport. farm *building*. garage. greenhouse, machinery room. private swimming pool. public toilet, or shed.

8.0 Ancillary

8.0.1 Applies to a *building* or use not for human habitation and which may be exempted from some amenity provisions. but which are required to comply with structural and safety-related aspects of the *building code*. Examples: a bridge. derrick fence. free-standing outdoor fireplace. jetty. mast. path. platform. pylon. retaining wall lank tunnel or dam.