

Building Consent No.		SR	
Date received	/ /	Receipt No.	Fee paid \$

APPLICATION FOR INSTALLATION OF NON-HABITABLE PROPRIETARY GARAGE

BAM 002-G

Section 33 or 45, Building Act 2004

Note: Insert a tick in each applicable box, complete **all items applicable** to your project

THE BUILDING	
Street address: <i>(Project location)</i> _____ _____ Legal description: <i>(at time of application)</i> Lot: _____ DP: _____ Proposed Lot: <i>(if subject to new subdivision)</i> _____ Valuation roll number: _____ Section: _____ Block: _____ Survey district: _____ Building name: _____ <i>(Eg: Name of School, Hall, Motel etc)</i> Location of building within site: _____	Number of levels: _____ Level/Unit No: _____ <i>(include ground level and any levels below and above ground)</i> Number of units _____ Total floor area: _____ m ² <i>(area affected by the building work)</i> Current lawfully established use: <i>Use on previous consent for the existing building, include number of occupants per level and per use if more than 1 (i.e. multi tenancy)</i> _____ Year building first constructed: _____ N/A <i>(approximate date is acceptable e.g: c1920s or 1960-1970)</i> Does this property have a cable car? Yes <input type="checkbox"/> No <input type="checkbox"/>

THE OWNER
Owners name: _____ <i>(include preferred form of address, eg. Mr, Miss, Dr, if an individual)</i>
Contact person _____ <i>(If owner is not an individual)</i>
Mailing address: _____ _____ Post code _____
Street address or registered office: _____ _____
Contact numbers: Landline: _____ Mobile: _____ Daytime: _____ After hours: _____ Fax: _____ Email address: _____ Website: _____
The following evidence of ownership is attached to this application: <ul style="list-style-type: none"> <input type="checkbox"/> Copy of current certificate of title (including Deposit Plan) (< 3 months old) <input type="checkbox"/> Signed copy of Sale and Purchase Agreement <input type="checkbox"/> Copy of Lease <input type="checkbox"/> Other

AGENT <small><i>(only use if application is being made for and on behalf of owner, agent will receive invoices)</i></small>
Name of agent: _____
Contact person: _____
Mailing address: _____ _____ Post code _____
Street address or registered office: _____ _____
Contact numbers: Landline: _____ Mobile: _____ Daytime: _____ After hours: _____ Fax: _____ Email address: _____ Website: _____ Relationship to owner: _____
Authorisation from owner attached <input type="checkbox"/>

The Owner <input type="checkbox"/> The Agent <input type="checkbox"/> FIRST POINT OF CONTACT Or Other <i>(complete this panel)</i> <small><i>(will receive any correspondence/requests for further information prior to issue of consent)</i></small>	
Full name: _____ Mailing address: _____ _____ Post code _____	Contact numbers: Landline: _____ Mobile: _____ Daytime: _____ Fax: _____ Email: _____

APPLICATION

I request that a:

- Building Consent with Section 37 check, or
- Building Consent including Project Information Memorandum (PIM)

be issued for the building work described in this Application. I agree to pay all fees applicable to this application

SIGNATURE:

Owner _____ or Agent _____ / /

On behalf of and with the authority of the owner

Date

Note: if acting "for and on behalf", please read the following declaration before signing:- "I hereby declare that I am authorised to act as Agent of the Applicant".

THE PROJECT

Description of Building Work:

- New Used Relocation

Details:

Estimated value of the building work on which the building levy will be calculated \$ _____
(State estimated value as defined in section 7 of the Building Act 2004) (including GST)

- Resource Consent Application No: _____
- New or altered connections to public utilities New or altered access for vehicles
- Disposal of stormwater and wastewater Building work over or adjacent to any road or public place
- New or altered locations and/or external dimensions of buildings
- 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 (Eg. Planning Approvals, other licenses)

Specify:

KEY PERSONNEL

Complete as far as possible in all cases, provide names, addresses and telephone numbers and registration numbers

Builder(s): _____

Designer(s): _____

Registered Drainlayer: _____

Registered Plumber: _____

Note: Registered Gasfitter and Electrician are required to be nominated only when:

- a) The work undertaken is to be covered by a Compliance schedule.
- b) The owner wishes to obtain a Building Consent for the energy work. (The owner will incur additional cost of checking and certification).

Registered Gasfitter: _____

Registered Electrician: _____

Registered Engineer(s): _____

Other: _____

The building work will comply with the building code as follows:

Building Code Clause Tick relevant clause numbers of building Code	Means of Compliance Tick relevant compliance path(s) for each clause selected			
	Acceptable Solution	NZS 4121 Accessible Design	Verification Method	Alternative Solution See and use BAM 123
<input type="checkbox"/> B1 Structure	<input type="checkbox"/> B1/AS1 <input type="checkbox"/> B1/AS2 <input type="checkbox"/> B1/AS3		<input type="checkbox"/> B1/VM1 <input type="checkbox"/> B1/VM4	<input type="checkbox"/>
<input type="checkbox"/> B2 Durability	<input type="checkbox"/> B2/AS1		<input type="checkbox"/> B2/VM1	<input type="checkbox"/>
<input type="checkbox"/> C1–4 Fire Safety Clauses	<input type="checkbox"/> C/AS1		<input type="checkbox"/> C/VM1	<input type="checkbox"/>
<input type="checkbox"/> D1 Access routes	<input type="checkbox"/> D1/AS1	<input type="checkbox"/>	<input type="checkbox"/> D1/VM1	<input type="checkbox"/>
<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"/>		<input type="checkbox"/>
<input type="checkbox"/> E1 Surface water	<input type="checkbox"/> E1/AS1		<input type="checkbox"/> E1/VM1	<input type="checkbox"/>
<input type="checkbox"/> E2 External moisture	<input type="checkbox"/> E2/AS1 <input type="checkbox"/> E2/AS2		<input type="checkbox"/> E2/VM1	<input type="checkbox"/>
<input type="checkbox"/> F2 Hazardous building materials	<input type="checkbox"/> F2/AS1			<input type="checkbox"/>
<input type="checkbox"/> F4 Safety from falling	<input type="checkbox"/> F4/AS1			<input type="checkbox"/>
<input type="checkbox"/> F5 Construction and demolition hazards	<input type="checkbox"/> F5/AS1			<input type="checkbox"/>
<input type="checkbox"/> F7 Warning systems	<input type="checkbox"/> F7/AS1			<input type="checkbox"/>
<input type="checkbox"/> G9 Electricity	<input type="checkbox"/> G9/AS1		<input type="checkbox"/> G9/VM1	<input type="checkbox"/>
<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"/>
Waiver/modification to NZ Building Code required for following parts of the code:				
Provide details relating to the request for waiver				

APPLICATION INFORMATION

Building Consent processing time is stopped whenever further information is required and starts again when the information is received. One (1) hour of processing and 3 inspections have been allowed for in the fee that has been paid. If this consent takes more than one hour to process or more inspections are required, you may receive an invoice for additional fees.

Work must not start until all fees relating to the Building Consent are paid, the Building Consent is issued, and any Resource Consent requirements have been dealt with (e.g. amended plans have been provided to comply with the Resource Management Plan.) or a Resource Consent has been granted. Under the Building Act 2004 this consent may lapse 12 months after issue if work has not commenced.

INSPECTIONS

During the process of construction, inspection will be necessary to confirm all work complies with your approved Building Consent documentation. Please ring the Council on 546 0334 well in advance of requiring an inspection to ensure that a time can be arranged. The inspections required will be set out in the Building Consent documentation issued by the Building Consent Authority. Failure to have a prescribed inspection carried out and to be provided with confirmation that the work has been approved by the Inspecting Authority may put the issue of the Code Compliance Certificate for the work at risk.

CODE COMPLIANCE CERTIFICATE

A building consent is not completed until it has been issued with a Code Compliance Certificate. The Owner is required to complete a separate application form to apply for a Code Compliance Certificate as soon as practicable after the building work is completed. In any event **no later than two (2) years** after the granting of the building consent Council is required to decide whether or not a Code Compliance Certificate can be issued.

PRIVACY ACT

Pursuant to the Privacy Act 1993 the following information is brought to your attention.

This document collects personal information about you and is collected pursuant to Section 33 and/or Section 45 of the Building Act 2004. Pursuant to Section 217 of the Building Act 2004, the information contained in this document may be made available and passed on to the public on request. The information contained in the document is being collected and held by the Nelson City Council. You do have the right of access to and correction of this information subject to the provisions of the Privacy Act 1993.

Pursuant to Section 217 of the Building Act 2004 the building owner may request the plans and specifications be marked confidential for the purposes of security. Such a request must be in writing to: Manager Building PO Box 645 NELSON 7040

PROPRIETRY GARAGE CHECKLIST - *Items which must be included in application*

1. Your application will only be accepted if the information outlined in this checklist is provided.
2. The pre-paid fees are based on average processing times and number of inspections.
3. If your application requires longer to process or re-inspections are required, you will receive an additional invoice.
4. Council is required to collect levies for the Department of Building and Housing and BRANZ. These levies are based on the value of works \$20,000 and over and are explained in the Fees and Charges Schedule.

Building Elements	Items To Be Checked	Applicant to complete			CSO		
General Information							
Form 2 – Application form	Completed application form	Y			Y		
	Two (2) sets of plans	Y			Y		
	Property ownership / Certificate of Title	Y			Y		
	Agent Authorisation	Y	N	N/A	Y	N	N/A
Supplier	Versatile Ideal Skyline Goldpine Total span Kiwi span Other: _____ (please circle)	Y	N	N/A	Y	N	N/A
Site							
Location	Corrosion zone (please circle) Zone 1 OR sea spray	Y	N	N/A			
	Wind zone (please circle) L M H VH Specific Design	Y	N	N/A			
	Contours/ Levels/ site datum point	Y	N	N/A			
	NCC conditions addressed	Y	N	N/A			
	Driveway construction – specify sub coarse/reinforcing/surface	Y	N	N/A			
Positioning	Siting – Site plan including north point / setout dimensions of proposed	Y	N	N/A			
Drainage	Drainage plan	Y	N	N/A			
	Floorplan	Y	N	N/A			
Foundation	Foundation plan or detail(s)	Y	N	N/A			
Timber Framing	Stud height, size, spacing and preservative treatment	Y	N	N/A			
	Wall bracing: calculations & plan	Y	N	N/A			
Roofing	Roof truss design / roof framing plan	Y	N	N/A			
	Pitch / Roofing / Underlay	Y	N	N/A			
	Purlin size, span, spacing, fixings	Y	N	N/A			
Elevations	Ground lines – show site topography	Y	N	N/A			
	Claddings / openings / glazing	Y	N	N/A			
Flashings	Windows, junctions, parapet etc	Y	N	N/A			
Specification	Specification	Y	N	N/A			

Applicant		CSO	
Name		Name	
Signature		Signature	