

BC No.		SSS No:	
Date received	/ /	Receipt No.	SR

APPLICATION FOR INSTALLATION OF SOLAR SYSTEM

BAM 002-SS

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>	Number of levels: _____ Level/Unit No: _____
Legal description: <i>(at time of application)</i> Lot: _____ DP: _____	<i>(include ground level and any levels below and above ground)</i> Number of units _____
Proposed Lot: <i>(if subject to new subdivision)</i> _____	Total floor area: _____ m ² <i>(area affected by the building work)</i>
Valuation roll number: _____	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>
Section: _____ Block: _____	
Survey district: _____	
Building name: <i>(Eg: Name of School, Hall, Motel etc)</i>	Year building first constructed: _____ <i>(approximate date is acceptable e.g: c1920s or 1960-1970)</i>
Location of building within site: _____	

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:
<input type="checkbox"/> Copy of current certificate of title (including Deposit Plan) (<i>< 3 months old</i>)
<input type="checkbox"/> Signed copy of Sale and Purchase Agreement
<input type="checkbox"/> Copy of Lease <input type="checkbox"/> Other

AGENT <i>(only use if application is being made for and on behalf of owner, agent will receive invoices)</i>
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> <i>(will receive any correspondence/requests for further information prior to issue of consent)</i>	
Full name: _____	Contact numbers: Daytime: _____
Mailing address: _____	Mobile: _____ Fax: _____
Post code	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:

Details: _____

Brand of system _____ New Used

Model

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)

Does this property / building have a cable car / specified system? Yes No

Does this property / building have a Compliance Schedule? Yes No Is a Certificate for Public Use required? Yes No

Proposed solar system is:

Replacing an existing solar system No existing solar system

Estimated age of solar system being removed (please circle)

Pre 1990

1991-95

1996-2000

Post 2000

Is the building a heritage listed building Yes - A B or C (see note below) No

Note: A heritage building may require resource consent to install a solar system.

KEY PERSONNEL

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

Builder(s): _____

Designer(s): _____

Solar Provider: _____

Solar Installer: _____

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	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"/> 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"/> 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"/> G12 Water supplies	<input type="checkbox"/> G12/AS1 <input type="checkbox"/> G12/AS2	<input type="checkbox"/> G12/VM1	<input type="checkbox"/>
<input type="checkbox"/> H1 Energy efficiency	<input type="checkbox"/> H1/AS1	<input type="checkbox"/> H1/VM1	<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.

Council are required to collect levies for the Department of Building and Housing and BRANZ, these levies are based on the value of works over \$20,000. If your project is valued over \$20,000 you will be invoiced, this invoice is required to be paid prior to the Building Consent being issued and work commencing.

Work must not start until 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 and addressed to: Manager Building PO Box 645 NELSON 7040

SCHEDULE OF COMPLIANCE – SOLAR CHECKLIST

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.
5. Daylight angles, ground levels at boundary and building, finished floor levels, and building heights are not required if the building is single storey and the solar panel is set back at least 5 metres from the boundary **or** the solar panel is mounted parallel with the roof surface, just above the roof surface and below the ridgeline.

Building Elements	Specify and provide with application	Applicant to complete			OFFICE USE ONLY		
					CSO		
Site Information	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
	Show or describe location of smoke alarms	Y			Y		
	Wind zone (please circle) L M H VH Specific Design	Y	N	N/A	Y	N	N/A
	Corrosion zone (please circle) Zone 1 OR sea spray	Y	N	N/A	Y	N	N/A
Drawn information	Location, orientation, inclination of collector – show on plans	Y	N	N/A	Y	N	N/A
	Elevations: show daylight angles, ground levels, finished floor levels and building heights <i>See note 5 above</i>	Y	N	N/A	Y	N	N/A
	Locate (show or specify) smoke alarms	Y	N	N/A	Y	N	N/A
Specifications	Testing certification to AS/NZS 2712 : 2007	Y	N	N/A			
	Legionella protection, method of protection	Y	N	N/A			
	Support frame design on roof – SED for v.high wind	Y	N	N/A			
System specification	HWC location, size, valves (relief and tempering), restraints, structural support	Y	N	N/A			
	Collector size	Y	N	N/A			
	Weight						
	Structural support						
Frost protection – specify method of protection	Y	N	N/A				
Details	Collector connection to roof - detail	Y	N	N/A			
	Detail weathertightness of penetrations	Y	N	N/A			

Applicant		CSO	
Name		Name	
Signature		Signature	