

Relocating a Dwelling

A building consent is required when you are looking to relocate a building onto a new property or change the location on it's current site.

Council needs details of the termination of all services on the old site and any demolition or site works that may be required to move the building.

When you are looking to install a relocated building onto a new site a building consent is required for the new building works such as site works, foundations, plumbing and drainage services and any remedial works required by the relocation. Any alterations or additions you are proposing to carry out must also be covered by a building consent.

Note:

If the place of origin and the new site are in different Territorial Authority areas you will need to apply to **both Territorial Authority's for the various approvals required.**

Planning requirements

Resource consent may be required if you are proposing to relocate an existing building on a new site. When considering an application, the Council will have regard to matters such as the age and design of the building; it's soundness; it's appearance and the suitability of the building for it's intended use.

If the Council is of the opinion that the proposal would have adverse effects on the environment or special circumstances exist then the application may be **publicly notified.**

If the application does not need to be publicly notified, and if you have provided all the necessary information, a decision should be given within 20 working days of making the application.

Bonds

As part of the resource consent process, a Council Officer will inspect the building and assess its condition, and report on the work needed to bring it up to a reasonable standard.

The work needing to be done could include:

- Replacement of guttering and downpipes.
- Repair or replacement of damaged roofing, cladding, baseboards, doors and windows.
- Repainting of the exterior.

An estimate of how much this work will cost is made and you may be required to pay this amount to the Council as a bond.

The purpose of the bond is to ensure the work is done within a **reasonable timeframe**. Resource consent applicants must sign a Bond Agreement Form before Resource Consent processing can be completed.

Any bond is refunded in full when all reinstatement work is completed to an acceptable standard.

You cannot relocate the building until a Resource Consent has been issued by the Council. It is recommended that you apply for the Resource Consent before you apply for a Building Consent.

Other Considerations

Insulation

Many older dwellings and habitable buildings purchased for relocation do not contain any insulation. The New Zealand Building Code requires all new habitable buildings to be fully insulated to ensure energy efficiency and internal amenity. During relocation is the ideal time to install or upgrade insulation particularly while you have easy access to subfloor areas.

Pile layout plan and fixings

You must provide a pile layout plan and subfloor bracing calculations with your Building Consent application. The pile layout should show the location of anchor and/or braced piles.

Pile to bearer fixings must also be specified on the documents. You should check the corrosion zone that your property is located in and determine the height the fixings will be in relation to the ground level. NZ3604 requires Stainless Steel fixings to be used in corrosion zone 1 and where fixings are within 600mm of natural ground.

Roof and wall fixings

Please be careful when relocating a building to different areas of the city or district as wind, earthquake or snow loadings may vary from the original property. Upgrading the building to allow for new conditions and to protect your property should be a priority.

Site and transport hazards

It is your responsibility to ensure you have fully checked the transport route and site for any hazards and obtained all necessary approvals from other agencies for the relocation.

The publication *Checklist for Lodging a Building Consent* outlines in detail the information required by Council to process a Building Consent Application.

Glossary of Terms

DBH - Department of Building and Housing

LIM - Land Information Memorandum

PIM - Project Information Memorandum

Useful step-by-step guides can be found at www.consumerbuild.org.nz which can help you to understand the processes required.

More User Guides in this series are

- Accessory Buildings
- Demolition
- New Dwellings
- Transportable Buildings
- Change of Use
- Effluent Disposal
- Relocating a Dwelling
- Wet Area Showers

Otherwise visit your friendly customer services officer at Nelson City Council