



Memorandum from licensed building practitioner: Certificate of design work

Section 45 and section 30C, Building Act 2004

Please fill in the form as fully and correctly as possible.

If there is insufficient room on the form for requested details, please continue on another sheet and attach the additional sheet(s) to this form.

THE BUILDING

Street address: 362 Matakana Valley Road

Suburb: Matakana

Town/City:

Postcode:

THE OWNER(S)

Name(s): Three Blokes Ltd

Mailing address:

Suburb: Matakana

PO Box: 142

Town/City:

Postcode: 0948

Phone number: 021 163 9302

Email address: deankim@xtra.co.nz

BASIS FOR PROVIDING THIS MEMORANDUM

I am providing this memorandum in my role as the: Please tick the option that applies ☒

- ☐ **sole** designer of all of the RBW design outlined in this memorandum – I carried out all of the RBW design work myself – no other person will be providing any additional memoranda for the project
- ☐ **lead** designer who carried out some of the RBW design myself but also supervised other designers – this memorandum covers their RBW design work as well as mine, and no other person will be providing any additional memoranda for the project
- ☐ **lead** designer for all but specific elements of RBW – this memorandum only covers the RBW design work that I carried out or supervised and the other designers will provide their own memorandum relating to their specific RBW design
- ☒ **specialist** designer who carried out specific elements of RBW design work as outlined in this memorandum – other designers will be providing a memorandum covering the remaining RBW design work

IDENTIFICATION OF DESIGN WORK THAT IS RESTRICTED BUILDING WORK (RBW)

I Paul Jarvie of Hutchinson Consulting Engineers Ltd carried out / supervised the following design work that is restricted building work

PRIMARY STRUCTURE: B1

Design work that is RBW	Description of RBW	Carried out or supervised	Reference to plans and specifications
Tick ☒ if included. Cross ☐ if excluded	If appropriate, provide details of the RBW	Tick ☒ whether you carried out this design work or supervised someone else carrying out this design work	If appropriate, specify references
All RBW design work relating to B1 ☐		☐ Carried out ☐ Supervised	
Foundations and subfloor framing ☒	Specific design of structural elements outside the scope of NZS 3604	☐ Carried out ☒ Supervised	Refer Hutchinson specific Engineering Design Calculations

Design work that is RBW		Description of RBW	Carried out or supervised	Reference to plans and specifications
Tick ☒ if included. Cross ☒ if excluded		If appropriate, provide details of the RBW	Tick ☒ whether you carried out this design work or supervised someone else carrying out this design work	If appropriate, specify references
Walls	☒	Specific design of structural elements outside the scope of NZS 3604	☒ Carried out ☒ Supervised	Refer Hutchinson specific Engineering Design Calculations
Roof	☒	Specific design of structural elements outside the scope of NZS 3604	☒ Carried out ☒ Supervised	Refer Hutchinson specific Engineering Design Calculations
Columns and beams	☒	Specific design of structural elements outside the scope of NZS 3604	☒ Carried out ☒ Supervised	Refer Hutchinson specific Engineering Design Calculations
Bracing	☒	Specific design of structural elements outside the scope of NZS 3604	☒ Carried out ☒ Supervised	Refer Hutchinson specific Engineering Design Calculations
Other	☒		☐ Carried out ☐ Supervised	

Design work that is RBW	Description of RBW	Carried out or supervised	Reference to plans and specifications
Tick ☒ if included. Cross ☒ if excluded	If appropriate, provide details of the RBW	Tick ☒ whether you carried out this design work or supervised someone else carrying out this design work	If appropriate, specify references
EXTERNAL MOISTURE MANAGEMENT SYSTEMS: E2			
All RBW design Work relating To E2 ☒		☐ Carried out ☐ Supervised	
Damp proofing ☒		☐ Carried out ☐ Supervised	
Roof cladding or roof cladding system ☒		☐ Carried out ☐ Supervised	
Ventilation system (for example, subfloor or cavity) ☒		☐ Carried out ☐ Supervised	
Wall cladding or wall cladding system ☒		☐ Carried out ☐ Supervised	
Waterproofing ☒		☐ Carried out ☐ Supervised	
Other ☒		☐ Carried out ☐ Supervised	

Design work that is RBW	Description of RBW	Carried out or supervised	Reference to plans and specifications
Tick ☒ if included. Cross ☒ if excluded	If appropriate, provide details of the RBW	Tick ☒ whether you carried out this design work or supervised someone else carrying out this design work	If appropriate, specify references

FIRE SAFETY SYSTEMS: C1 – C6

Emergency warning systems			
Evacuation and fire service operation systems ☒		☐ Carried out ☐ Supervised	
Suppression or control systems			
Other			

Note: The design of fire safety systems is only restricted building work when it involves small-to-medium apartment buildings as defined by the Building (Definition of Restricted Building Work) Order 2011.

WAIVERS AND MODIFICATIONS

Waivers or modifications of the Building Code are required. ☐ Yes ☒ No

If Yes, provide details of the waivers or modifications below:

Clause	Waiver/modification required
List relevant clause numbers of building code	Specify nature of waiver or modification of building code required

ISSUED BY

Name and contact details of the licensed building practitioner who is licensed to carry out or supervise design work that is restricted building work.

Name: Paul Jarvie

LBP or Registration number: 1018577

The practitioner is a: ☐ Design LBP ☐ Registered architect ☒ Chartered Professional Engineer

Design Entity or Company (optional): Hutchinson Consulting Engineers Ltd

Mailing address (if different from below): PO Box 150, Orewa, 0946

Street address/Registered office: 154 Centreway Road

Suburb: Orewa

Town/City: Auckland

PO Box/Private Bag: 150

Postcode: 0946

Phone number: (09) 426 5702

Mobile: 021 485 979

After hours:

Fax: (09) 426 9669

Email address: info@hc.co.nz

Website: www.hc.co.nz

DECLARATION

I Paul Jarvie of Hutchinson Consulting Engineers Ltd LBP, state that I have applied the skill and care reasonably required of a competent design professional in carrying out or supervising the Restricted Building Work (RBW) described in this form, and that based on this, I also state that the RBW:

- Complies with the building code, or
- ~~Complies with the building code subject to any waiver or modification of the building code recorded on this form~~

Signature: _____

Date: _____

16 September 2022

HC Ref: 24742

Design Summary

The Design Summary for this project is described on the cover page of the Specifically Designed Structural Calculations referenced:

- Job Reference 24742
- Dated 16 September 2022

The works covered by this Design Summary have been completed solely by Hutchinson Consulting Engineers Ltd (Hutchinson).

Hutchinson Memorandum Notes

The design by Hutchinson only relates to the specifically designed structural elements of the Primary Structure portion of the Restricted Building Work. Hutchinson's design work specifically excludes external moisture management and fire safety systems.

The attached Memorandum (Certificate of Design Work) shall be read in conjunction with these Memorandum Notes.

Acknowledged Design Work within the attached Memorandum is particularly important. Any acknowledgement including every applicable field will be both "ticked" and "signed" by the Hutchinson Licensed Building Practitioner to be valid. If a Design Work row description and/ or field is not both "ticked" and "signed" by the Hutchinson Licensed Building Practitioner any attached Memorandum (Certificate of Design Work) shall be deemed void and invalid.

This is an 8 page document (exclusive of the supervision clauses) and must be complete to be valid.

Similarly the Hutchinson Memorandum only relates to design drawings completed by a Licensed Building Practitioner that have been stamped and signed by the Hutchinson Licensed Building Practitioner. The stamp on the drawings shall read:

**Our approval of these drawings
relates to our specifically designed
structural elements only**

Paul Jarvie CPEng 1018577
Hutchinson Consulting Engineers Ltd

 **Hutchinson**
CONSULTING ENGINEERS

HC Ref: 24742

Any Building Consent drawings that are not both stamped and signed by the Hutchinson Licensed Building Practitioner are deemed to be "un-approved" by Hutchinson.

If a field within the Memorandum (Certificate of Design Work) is not both "ticked" and "signed" by the Hutchinson Licensed Building Practitioner and/or an alternative insertion is included within any particular field (e.g. "X", "N/A", "-" and/or the like) this shall be deemed that this portion of the RBW is not covered by the Hutchinson specific design.

If any acceptance and/or acknowledgement is included within the "Other" row description portion of the Memorandum it will only cover those items specifically listed in the Hutchinson Design Summary.

All other Licensed Building Practitioners associated with this project and/or other Designers completing Design Work on this project shall ensure their information, designs and Memorandums align with those design works completed by Hutchinson. This is to allow multiple Memorandum (Certificate of Design Work) by others to be read in combination by Council and that all the Design Restricted Building Work has been done and/ or supervised by Licensed Building Practitioners licensed in the appropriate design class.

Any acknowledgement by others to accept responsibility of Primary Structure Design Work also nominated by Hutchinson shall take sole precedence over the Hutchinson Memorandum. Hutchinson's Design Summary includes no provisions for waivers and/or modifications to the Building Code.

Construction

Only experienced Trade Licensed Building Practitioners shall complete Licensed Building Work that includes Design completed by Hutchinson.

It is the client's responsibility to ensure compliance with the provisions of the Building Act relating to engaging both Design and Trade Licensed Building Practitioners to carry out and/or supervise Restricted Building Work. Failure to do so will indemnify Hutchinson against any future claim relating to Design and/or supervised Restricted Building Work.

To validate the attached Memorandum (Certificate of Design Work) these Hutchinson Memorandum Notes must be acknowledged by completing the acceptance (Conditions of Engagement), in full, by the client, prior to the Restricted Building Works commencing.

If the person signing the acceptance (Conditions of Engagement) is not the "client" he/she shall have the full authority on the client's behalf to do so. Individuals signing on the "clients" behalf personally accept responsibility for same.

A copy of the Memorandum (Certificate of Design Work) and signed Memorandum Notes shall be provided to Hutchinson prior to the issue of the Building Consent to which the Restricted Building Works relates.