

Lodgement checklist: commercial

Please attach this checklist with your application

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17 OCT 2014
AUCKLAND COUNCIL
WARKWORTH

Auckland
Council
Te Kaunihera o Tāmaki Makaurau



Guidance information

Documentation must cover all aspects identified in this lodgement checklist. The checklist is designed to ensure applicants know up front what information is required, please ensure you read it and answer all questions with the applicable answer. This will ensure your application is processed in a timely manner. For guidance, refer to the building consent practice notes on the Auckland Council website.

All applications must be accompanied by 2 x comprehensive sets of documentation (except in Manukau where 3 x sets are required).

Standard of documentation

Section 7 of the Building Act defines 'plans and specifications' as the drawings, specifications and other documents according to which a building is to be constructed, altered, demolished or removed.

Documentation is required to be of a high, professional standard. Refer to the Department of Building and Housing publication "Guide to applying for a building consent" for a copy visit www.dbh.govt.nz

Drawings must be:-

- Produced to scale on A3, A2 or A1 white paper; minimum font size 10 and for CAD 2.5
- Produced in black ink only (no coloured or freehand drawings)
- each drawing must contain:-
 - a drawing number and title
 - designer's name
 - address of property
 - be dated for version control
- specifications must be project specific and include relevant supporting documentation (installation details)

Restricted building work (RBW): From March 1st 2012, the introduction of 'RBW' takes affect for residential dwellings and apartment buildings. RBW is defined as design or building work that is critical to the integrity of the building.

A small to medium sized apartment building is defined as:

- containing 2 or more residential units (apartments) or residential facilities (foyer, laundry, garage, etc)
- does not contain commercial units or facilities
- has a maximum height of less than 10m (the vertical distances between the highest point of its roof excluding aerials, chimneys, flagpoles and vents and the lowest point of the ground)

Licensed building practitioners (LBPs): only an LBP can carry out or supervise RBW. The classes of RBW are design, carpentry, site supervision, roofing, bricklaying, blocklaying, external plastering, foundations and emergency warning systems. Applies to apartment building only

For further information about licensing or restricted building work refer to the Department of Building and Housing website www.dbh.govt.nz

Applications supported by a producer statement (PS): If a producer statement is supplied in support of an application for building consent, the architectural plans must be counter-signed by the design specialist (i.e. engineer) confirming design details unless full engineering drawings are provided.

Note: producer statements must be dated no older than 90 days and the author must be listed on Councils Approved Author Register. For a list of approved authors please visit www.aucklandcouncil.govt.nz

Specified systems: if this application involves specified systems, the application form must list all systems and identify inspection, maintenance and reporting procedures for these systems (this can be attached as separate schedule).

Deposit: all applications must be supported by a deposit payable at the time of lodgement. A final invoice will be sent when your building consent has been approved; the final invoice will include the full cost of processing the application as well as fees for inspections and the code compliance certificate less the deposit already paid.

Water meter applications: for new water meter connections download an application form and apply direct to WaterCare (note independent charges will occur) please refer to www.watercare.co.nz

Vehicle crossing applications: all building consent applicants should advise whether the property has an existing vehicle crossing that will be used to serve the new house or development. If the answer is No, then a new vehicle crossing application must be submitted to Auckland Council, who act as the receiving agent for Auckland Transport. An "Application Form", and description of the approval process, can be viewed and downloaded from the website www.aucklandtransport.govt.nz and type in the key word search "Vehicle Crossing" and select the "Vehicle Crossing link". The completed application form together with fee must be submitted in person to your nearest Auckland Council Office.

Network utility operator: prior approval is required if building under or near high voltage transmission lines or over or near public drains.

Financial assistance package (FAP): if this application is subject to a claim under the FAP scheme; you must lodge this application in person at 35 Graham Street, Auckland City.

Acceptable solutions C/AS1-7 <i>All new building work must fully comply with NZBC</i>	Fire engineering brief (FEB) and meeting	Building assessment or fire report	NZFS design review <u>required</u> <i>(Refer Gazette Notice No. 49 May 2012)</i>	Approval
New buildings	N/A	N/A	N/A	Council regulatory review <u>or</u> PS1 from engineer listed on Auckland Council PS Register
Alterations to ex. Buildings	N/A	Yes ✓	Only if design has more than a minor effect on a specified system relating to fire safety	
Change of Use that results in an alteration	N/A	Yes		

Verification method VM/2	Fire engineering brief (FEB) and meeting	Building assessment or fire report	NZFS design review <u>required</u> (Refer Gazette Notice No. 49 May 2012)	Approval
New buildings	Voluntary	N/A	N/A	Council regulatory review <u>or</u> Regulatory review by CPEng fire engineer listed on Auckland Council PS Register evidenced by PS2
Alterations to ex. Buildings	Voluntary	Yes	Only if design has more than a minor effect on a specified system relating to fire safety	
Change of Use that results in an alteration	Voluntary	Yes		

Specific design from first principles (alternative solution)	Fire engineering brief (FEB) and meeting	Building assessment or fire report	NZFS design review <u>required</u> <i>(Refer Gazette Notice No. 49 May 2012)</i>	Approval
New buildings	Yes	N/A	Yes	Council regulatory review <u>or</u> Regulatory review by CPEng fire engineer listed on Auckland Council PS Register evidenced by PS2
Alterations to ex. Buildings	Yes	Yes	Yes	
Change of Use that results in an alteration	Yes	Yes	Yes	

Important notes:

These changes to the Code took effect on **10 April 2013** and apply to all building consent applications, except where the application is for an amendment to an existing building consent lodged prior to 10 April 2013.

FEB meetings will be held at 35 Graham Street, Auckland with all stakeholders who wish to participate in this process, in attendance. We anticipate, that based on the composition of participants (e.g. NZ Fire Service, insurers, etc) that the CBD is likely to be the most mutually acceptable location. Where it is not possible to attend a meeting, the FEB *maybe* discussed and agreed to via telephone conferencing or email.

Building assessment is an analysis of the existing building for compliance with the Building Code in terms of:-

- means of escape from fire; and
- access and facilities for disabled (where these features affect the means of escape from fire)

NB Council recommends that applicants refer to Schedule 1 "Exempt Building Work" to determine whether a building consent is required for fit-outs.

Where the fire design uses the **acceptable solutions** the information submitted needs to describe how the acceptable solutions have been used; there is no need to justify the design but documentation requirements still apply.

If the design is to the verification method (C/M2), a chartered professional engineer (CPEng) must design it. A producer statement design review (PS2) will be accepted for C/M2 designs; however, the reviewer must be CPEng, listed on the Auckland Council Producer Statement register, and approved for fire designs. Alternatively, Councils fire engineer will review the design.

If a **specific design** is proposed, the designer must first obtain Council approval before proceeding with the design. The designer must put a case to Council explaining the reasons for going down this path; such applications will only be considered where the circumstances are so unique that C/AS1-7 or C/M2 cannot be used.

All **new building work** must fully comply with the Building Code for existing buildings undergoing an **alteration to existing buildings** and any **change of use**. In addition, the **existing building** must comply as nearly as reasonably practicable in terms of means of escape from fire and access and facilities for disabled persons.

For further guidance please refer to our Fire Protection policy which is available on our website

SITE ADDRESS

Property address **2-6 WHARF ST, WARKWORTH**

DECLARATION

I/We confirm that all the information/documentation as indicated on this checklist is provided

All relevant sections of this checklist must be completed (please tick ✓ as applicable)

☐ Solid fuel heater	☐ Solar water heater / heat pump water heater	☐ Pool / spa pool
☐ Section 71	☐ Section 75	☒ Section 112
		☐ Section 115
Applicant/Agent/ Owner signature:		Date:
Name (print):		Role:

VEHICLE CROSSING

Building consent applicants should advise whether the property has an existing vehicle crossing that will be used to serve the new building or development. If you do not have an existing crossing OR are building within 1.0m of the road corridor OR a new building on a vacant lot, then a new vehicle crossing application must be submitted to Auckland Council, who act as the receiving agent for Auckland Transport. An "Application Form", and description of the approval process, can be viewed and downloaded from the website www.aucklandtransport.govt.nz - type "Vehicle Crossing" in the search engine and select the "Vehicle Crossing link". The completed application form together with fee must be submitted in person to your nearest Auckland Council Office.

Yes	No	☒ N/A	☐ New vehicle crossing <u>OR</u>	☐ Building <u>within</u> 1.0m of road corridor
Yes	No	☒ N/A	☐ Existing vehicle crossing	

GENERAL REQUIREMENTS

Entire section N/A ☐

Customer use (Circle appropriate)			Description	Council use only		
Yes	☒ No	N/A	Has a pre-application meeting been held If yes, please attach a copy of the minutes with this application)	Yes	☒ No	N/A
☒ Yes	No	N/A	Application form completed in full and signed	☒ Yes	No	N/A
☒ Yes	No	N/A	Application fee attached as per Auckland Council fee schedule	☒ Yes	No	N/A
☒ Yes	No	N/A	Project description is accurate and describes the work involved in the project	☒ Yes	No	N/A
☒ Yes	No	N/A	Certificate of title (no older than 90 days) including all consent notices and encumbrances; sale and purchase agreement or lease agreement	☒ Yes	No	N/A
Yes	No	☒ N/A	Letter of authorisation from owner if application is submitted by an agent, company or trust	Yes	No	☒ N/A
Yes	No	☒ N/A	Building within 2m of or over a Council drain and / or within 10m of a WATERCARE main truck line requires Watercare Services Ltd (WSL) or other Network Utility Operator (NUO) approval.	Yes	No	☒ N/A

Customer use (Circle appropriate)			Description	Council use only		
GENERAL REQUIREMENTS				Entire section N/A		☒
Yes	No	N/A	Do you have approval from WSL or NUO to building over or near a drain or main trunk line? ☐ Application has been made ☐ Approval is attached (Please tick one).	Yes	No	N/A
Yes	No	N/A	Have you provided bridging design details to build over the drain?	Yes	No	N/A
Yes	No	N/A	CCTV video / DVD and report provided for building over / near public stormwater drains.	Yes	No	N/A
Yes	No	N/A	Neighbours approval for drainage (section 461 LGA) provided	Yes	No	N/A
Yes	No	N/A	Lease agreements (i.e. air space) provided	Yes	No	N/A

MEMORANDUM / CERTIFICATE OF DESIGN WORK (CoW)				Entire section N/A		☐
☒ Yes	No	N/A	The designer has provided a memorandum of design for restricted building work?	☒ Yes	No	N/A
Yes	No	☒ N/A	The engineer has provided a memorandum of design for restricted building work?	Yes	No	☒ N/A
☒ Yes	No	N/A	The memorandum of design is completed in full and personally signed by licensed building practitioner?	☒ Yes	No	N/A
☒ Yes	No	N/A	Have all fields on the memorandum of design been fully completed? Contact details; type of design; description of work; reference to plans; etc	☒ Yes	No	N/A
☒ Yes	No	N/A	Is there a waiver or modification?	☒ Yes	No	N/A
☒ Yes	No	N/A	Has the declaration been completed (no change to wording) and signed personally by the licensed building practitioner?	☒ Yes	No	N/A

SPECIFICATIONS, DESIGN REPORTS AND CALCULATIONS				Entire section N/A		☐
☒ Yes	No	N/A	Two copies of project-specific specifications and design reports provided	☒ Yes	No	N/A
Yes	No	☒ N/A	Barrier specific design - drawings and engineering calculations with producer statement	Yes	No	☒ N/A
Yes	No	☒ N/A	Timber barrier designed in accordance with MBIE Guidance	Yes	No	☒ N/A
☒ Yes	No	N/A	Waterproofing details and lining finishes specified for wet areas ☐ Floors ☒ Walls	☒ Yes	No	N/A
Yes	No	☒ N/A	Soil and ground stability; geotechnical report and plans	Yes	No	☒ N/A
Yes	No	☒ N/A	Site contamination; report and plans	Yes	No	☒ N/A
Yes	No	☒ N/A	Flooding and surface water; report and plans	Yes	No	☒ N/A
Yes	No	☒ N/A	Erosion and sediment control plan; report and plans	Yes	No	☒ N/A
☒ Yes	No	N/A	Energy efficiency (H1) report and calculations	☒ Yes	No	N/A
Yes	No	☒ N/A	Acoustic design; report and plans	Yes	No	☒ N/A

SPECIFIED SYSTEMS				Entire section N/A		☐
☒ Yes	No	N/A	Are there any specified systems in this building ☐ new ☐ existing	☒ Yes	No	N/A
☒ Yes	No	N/A	If existing building, has a copy of the existing compliance schedule been supplied	☒ Yes	No	N/A
☒ Yes	No	N/A	If any specified systems, is there a description of each new or altered system and a list of the inspection, maintenance and reporting procedures for each specified system together with a plan showing the location of each new or altered system	☒ Yes	No	N/A

SITE PLAN (SCALE 1:100 FOR URBAN AND 1:200 FOR RURAL)				Entire section N/A		☐
☒ Yes	No	N/A	Legal description including Lot, DP and street address, north point, land contours or spot levels with datum indicated; siting dimensions and details of all existing and proposed buildings (from boundaries and other buildings including notional boundaries if appropriate) and common areas. Location of HWC if external	☒ Yes	No	N/A
☒ Yes	No	N/A	All existing and proposed sanitary/storm water drainage (including on-site treatment systems) indicated with distances to boundaries	☒ Yes	No	N/A
Yes	No	☒ N/A	Retaining wall details (cut, fill, height of retained ground, waterproof membrane and drainage) and height of wall indicated	Yes	No	☒ N/A
☒ Yes	No	N/A	Location and dimensions of all signage indicated	☒ Yes	No	N/A

Customer use (Circle appropriate)			Description	Council use only		
DRAINAGE (SCALE 1:100 OR 1:50)				Entire section N/A		☒
Yes	No	N/A	Infrastructure capacity report (sanitary and/or stormwater) provided	Yes	No	N/A
Yes	No	N/A	On-site waste water disposal and TP58 report	Yes	No	N/A
Yes	No	N/A	Flooding and surface water assessment report provided	Yes	No	N/A
Yes	No	N/A	Soakage report provided and details shown on plans	Yes	No	N/A
Yes	No	N/A	Detention / retention tanks shown with distances from buildings and boundaries and calculations provided	Yes	No	N/A

PLUMBING (SCALE 1:100 OR 1:50)				Entire section N/A		☐
Yes	No	N/A	Plumbing layout and schematic showing HWC, wastes, venting water supply / backflow protection, pipe material and falls	Yes	No	N/A
Yes	No	N/A	Stormwater disposal design and calculations	Yes	No	N/A
Yes	No	N/A	Location and size of rainwater heads, scuppers, internal gutters, spouting and downpipes indicated	Yes	No	N/A
Yes	No	N/A	Location and number of all fixtures and fittings (including location of cleaner's sink, kitchen sinks, hand-basins, etc)	Yes	No	N/A

FOUNDATION AND SUPERSTRUCTURE DESIGN (SCALE 1:100 OR 1:50)				Entire section N/A		☒
Yes	No	N/A	Slab construction: concrete, steel reinforcing, slab thickening and control joints specified, detailed and dimensioned. If SED (e.g. rib-raft) provide engineers design	Yes	No	N/A
Yes	No	N/A	Cross section of footing details including height in relation to ground levels shown	Yes	No	N/A
Yes	No	N/A	Suspended timber floor construction: pile type, treatment, size, embedment depth and layout specified, detailed and dimensioned.	Yes	No	N/A
Yes	No	N/A	Subfloor framing details, including size, centres, fixings, timber treatment and grading details for all subfloor and deck framing	Yes	No	N/A
Yes	No	N/A	Structural drawings and engineers calculations provided	Yes	No	N/A
Yes	No	N/A	Is there excavation close to the boundary	Yes	No	N/A
Yes	No	N/A	Proposed method of temporary support for excavation shown (i.e. soldier pile system)	Yes	No	N/A
Yes	No	N/A	Details of ground anchors / neighbours approval and lease agreement	Yes	No	N/A
Yes	No	N/A	Details of underpinning / neighbours approval provided	Yes	No	N/A
Yes	No	N/A	Producer Statement PS1 / PS2 completed in full and signed (where provided)	Yes	No	N/A
Yes	No	N/A	Plans signed and dated by author/s or design drawings provided by specialist	Yes	No	N/A
Yes	No	N/A	Agreement to provide producer statement/s during construction: • Observation / supervision (AC2326)	Yes	No	N/A

SUB OR MID-FLOOR FRAMING PLAN (SCALE 1:100 OR 1:50)				Entire section N/A		☒
Yes	No	N/A	Joist layout plan for all levels including joist size, centres, timber treatment and grading details for all floors and decks.	Yes	No	N/A

FLOOR PLAN (SCALE 1:100 OR 1:50)				Entire section N/A		☐
Yes	No	N/A	Existing and proposed layout and use	Yes	No	N/A
Yes	No	N/A	Internal stairs, handrails and decking shown	Yes	No	N/A
Yes	No	N/A	Finished floor levels shown	Yes	No	N/A

BUILDING ENVELOPE / ELEVATIONS (SCALE 1:100 OR 1:50)				Entire section N/A		☐
Yes	No	N/A	Building envelope (façade) design provided	Yes	No	N/A
Yes	No	N/A	Cross sections showing details of all roof and wall junctions, eaves, balustrade, parapets, penetrations, control joints and sill, head and jamb flashings and cladding to finished ground and deck clearances	Yes	No	N/A
Yes	No	N/A	Current manufacturer's technical specifications/installation instructions and maintenance requirements for all cladding systems	Yes	No	N/A

Customer use (Circle appropriate)			Description	Council use only		
☒ Yes	No	N/A	Elevations for each external wall including details for exterior stairs, handrails, decking and sub-floor ventilation, if applicable	☒ Yes	No	N/A
Yes	No	☒ N/A	Reclad applications only: Quality assurance programme (provisional format)	Yes	No	☒ N/A
Yes	No	☒ N/A	Reclad applications only: Agreement to provide a quality assurance programme during construction (AC2329)	Yes	No	☒ N/A
Yes	No	☒ N/A	Waterproof membrane roof and wall junctions	Yes	No	☒ N/A

CROSS-SECTIONS (SCALE 1:100 OR 1:50)				Entire section N/A		☐
Yes	☒ No	N/A	A minimum of two cross sections through the length and width of the building with finished ground levels and floor levels indicated	Yes	☒ No	N/A
Yes	No	☒ N/A	Retaining wall details (cut, fill, height of retained ground, waterproof membrane and drainage) and height of wall indicated	Yes	No	☒ N/A
Yes	No	☒ N/A	Foundation details, terraces, steps, balustrades indicated as to proximity to services	Yes	No	☒ N/A
☒ Yes	No	N/A	Floor, wall and roof construction details provided indicating size, height, timber treatment, grading, insulation, lining and cladding	☒ Yes	No	N/A
☒ Yes	No	N/A	Finished ground / floor levels for floor and roof systems	☒ Yes	No	N/A

ROOF AND ROOF FRAMING PLAN (SCALE 1:100 OR 1:50)				Entire section N/A		☒
Yes	No	N/A	M/F producer statement for computer software, fabricator design statement and truss layout plan supplied and roof bracing plan including fixing details	No	☒ N/A	☒
Yes	No	N/A	Roof framing and bracing plan (pitched roof) including fixing details	No	☒ N/A	☒
Yes	No	N/A	Location and size of rainwater heads, scuppers, internal gutters, spouting and downpipes	No	☒ N/A	☒

LIFTS, ESCALATORS AND TRAVELATORS				Entire section N/A		☒
Yes	No	N/A	Manufacturer's specifications and design plans; engineering calculations	Yes	No	☒ N/A

MECHANICAL SERVICES ENGINEERING				Entire section N/A		☒
Yes	No	N/A	Engineering calculations provided for ventilation system(s)	Yes	No	☒ N/A
Yes	No	N/A	All details shown on plans and design specifications provided	Yes	No	☒ N/A
Yes	No	N/A	Manufacturer's specifications/technical data sheets provided for ventilation system(s)	Yes	No	☒ N/A

PUBLIC SAFETY DURING CONSTRUCTION				Entire section N/A		☒
Yes	No	N/A	Details and measures provided for public safety during construction	Yes	No	☒ N/A
Yes	No	N/A	Site / traffic management plan provided addressing public access, delivery access and storage areas, as well as dust and noise controls	Yes	No	☒ N/A
Yes	No	N/A	Will a certificate for public use application be required for proposed work within the existing building	Yes	No	☒ N/A

HAZARDOUS SUBSTANCES				Entire section N/A		☒
Yes	No	N/A	Details of handling and storage of hazardous materials provided	Yes	No	☒ N/A
Yes	No	N/A	Hazardous substances type, class and quality	Yes	No	☒ N/A
Yes	No	N/A	Test certifier report provided for compliance with hazardous substances and new organisms (HSNO) Act	Yes	No	☒ N/A

Customer use (Circle appropriate)			Description	Council use only		
FIRE PROTECTION				Entire section N/A		☐
Yes	☒ No	N/A	Design for an amendment to building consent approved <u>prior</u> to 10 April 2013 • If yes, CAS/1-4 design is acceptable	Yes	☒ No	N/A
☒ Yes	No	N/A	Building consent application post 10 April 2013	☒ Yes	No	N/A
☒ Yes	No	N/A	Building assessment - analysis of s.112 existing building compliance (refer section "Important notes" on page 2)	☒ Yes	No	N/A
☒ Yes	No	N/A	Design documentation is in accordance with IPENZ Practice Note 22 • Documents provide justification that design complies with NZBC	☒ Yes	No	N/A
☒ Yes	No	N/A	Acceptable Solutions C/AS1-7	☒ Yes	No	N/A
Yes	No	☒ N/A	Verification method (VM2) <u>or</u> SED ☐ Letter of acknowledgement from NZFS confirming their involvement in the FEB process ☐ Copy of Councils "Outcome of FEB process" ☐ Fire engineering brief ☐ Inspection procedures ☐ Compliance schedule requirements (includes inspection and maintenance)	Yes	No	☒ N/A
☒ Yes	No	N/A	Details of all passive fire protection measures including fire dampers and collars	☒ Yes	No	N/A
☒ Yes	No	N/A	Details of all surface finishes	☒ Yes	No	N/A

ACCESSIBILITY				Entire section N/A		☐
Yes	☒ No	N/A	Access and facilities for disabled persons provided in accordance with Building Act / Building Code requirements and shown on plans ☐ new ☐ existing	Yes	☒ No	N/A
Yes	☒ No	N/A	Accessible route, building entrances, car-parking and signage ☐ new ☐ existing	Yes	☒ No	N/A
Yes	☒ No	N/A	Accessible stairs, ramps and lifts ☐ new ☐ existing	Yes	☒ No	N/A
Yes	☒ No	N/A	Accessible toilets, showers, laundering, kitchens and public counters ☐ new ☐ existing	Yes	☒ No	N/A

FOOD PREMISES				Entire section N/A		☐
☒ Yes	No	N/A	Details provided with regards to the type of business and operations	☒ Yes	No	N/A
☒ Yes	No	N/A	Number of staff and patrons indicated	☒ Yes	No	N/A
☒ Yes	No	N/A	Details of surface finishes in food preparation, cooking, servery, storage and dishwashing areas provided	☒ Yes	No	N/A
☒ Yes	No	N/A	Full details and location of appliances (cooking / fridges/ freezers) provided	☒ Yes	No	N/A
Yes	No	☒ N/A	Liquor licence application submitted	Yes	No	☒ N/A

PLANNING INFORMATION				Entire section N/A		☐
Yes	☒ No	N/A	Copy of approved resource consent with stamped plans provided	Yes	☒ No	N/A
Yes	No	☒ N/A	Location, size, volume and depth of excavation for storm water management devices (rain gardens/retention/ detention tanks) shown	Yes	No	☒ N/A
☒ Yes	No	☒ N/A	Location, dimensions and gradient of <u>car parking</u> / manoeuvring/ vehicle crossing shown on the plan	☒ Yes	No	N/A
Yes	No	☒ N/A	All areas of impermeable coverage, building and landscaping shown and calculations provided	Yes	No	☒ N/A
Yes	No	☒ N/A	Are all streams and riparian margins shown on the plan	Yes	No	☒ N/A
Yes	No	☒ N/A	Are all trees protected by the District Plan (height, girth and drip line) shown	Yes	No	☒ N/A
Yes	No	☒ N/A	Height in relation to boundary controls shown at the critical points and with the maximum height control	Yes	No	☒ N/A

Customer use (Circle appropriate)			Description	Council use only		
DEMOLITION, REMOVAL or RELOCATION (if included as part of building project)				Entire section N/A		☒
Yes	No	N/A	Services capped and sealed inside boundary	Yes	No	N/A
Yes	No	N/A	All existing buildings to be demolished or removed shown on site plan	Yes	No	N/A
Yes	No	N/A	Safety plan or report detailing safe handling and disposal of hazardous materials provided	Yes	No	N/A
Yes	No	N/A	Pollution prevention plan covering control of noise and dust provided	Yes	No	N/A
Yes	No	N/A	Protection measures for barricading the site to prevent public access	Yes	No	N/A
Yes	No	N/A	Third party report confirming suitability to relocate building	Yes	No	N/A

SWIMMING / SPA POOL AND POOL FENCING				Entire section N/A		☒
Yes	No	N/A	☐ Swimming pool ☐ Spa pool ☐ Ornamental pool	Yes	No	N/A
Yes	No	N/A	☐ Internal ☐ External	Yes	No	N/A
Yes	No	N/A	☐ In-ground ☐ Above ground	Yes	No	N/A
Yes	No	N/A	Pool specifications i.e. type, brand, installation, etc	Yes	No	N/A
Yes	No	N/A	Engineering calculations and producer statements provided for structural design elements (refer to engineering section)	Yes	No	N/A
Yes	No	N/A	Site plan with location of proposed pool and pool fencing including any gates; gates to show opening direction (refer also to site plan section) and any changes in ground levels	Yes	No	N/A
Yes	No	N/A	Immediate pool area specified (i.e. pool isolated)	Yes	No	N/A
Yes	No	N/A	Manufacturer's specification for fencing	Yes	No	N/A
Yes	No	N/A	Plans to show details of fencing, i.e. materials, height, gate mechanisms (closing and latching devices) and latch heights specified	Yes	No	N/A
Yes	No	N/A	If building is used as part of fencing: ☐ Floor plan indicating location and opening direction of all doors opening into pool area ☐ Construction details and type of self-closing / latching devices for all doors opening into pool area ☐ Elevations indicating any windows <1.2m in height opening into pool area and details of locking mechanisms i.e. restrictors	Yes	No	N/A
Yes	No	N/A	If boundary fencing used as part of pool fencing: ☐ Photos showing all intersecting fences note: no climbable intersecting fences, rails, etc permitted ☐ Photos showing both sides of fence note: no climbable projections permitted within 1.2m of fence (i.e. trees, sheds, etc) ☐ Cross-section showing details of fencing (height, openings, materials, etc)	Yes	No	N/A
Yes	No	N/A	Exemption for pool covers, door alarms and non-complying doors	Yes	No	N/A

SOLID FUEL HEATER APPLIANCE				Entire section N/A		☒
Yes	No	N/A	Location of solid fuel heating appliance shown on floor plan	Yes	No	N/A
Yes	No	N/A	Location of all windows and doors in close proximity to appliance shown	Yes	No	N/A
Yes	No	N/A	Location of hot water cylinder (if wetback) and details of valves and water supply pipes	Yes	No	N/A
Yes	No	N/A	Type and capacity of hot water cylinder Note: HWC must be open vented low pressure system if wetback installed	Yes	No	N/A
Yes	No	N/A	Cross section through building to show penetrations through floor joists (only required where building is two or more stories)	Yes	No	N/A
Yes	No	N/A	Cross section through roof showing roof material and flashing details; floor construction (i.e. timber / concrete floor) and type of restraint (i.e. method of fixing appliance to hearth and hearth to floor)	Yes	No	N/A

Customer use (Circle appropriate)			Description	Council use only		
SOLID FUEL HEATER APPLIANCE (continued)				Entire section N/A		☒
Yes	No	N/A	Cross section through chimney where false chimney surround constructed	Yes	No	N/A
Yes	No	N/A	Elevation or photo of external wall that the appliance is being installed on to show location and height of flue; dimensions to be included (and clearances from upper storey windows where flue penetrates a lower storey)	Yes	No	N/A
Yes	No	N/A	Manufacturer's specifications, indicating make and model, installation instructions, clearances, flue details, flashing details, hearth insulating method, etc	Yes	No	N/A
Yes	No	N/A	Method of ventilation specified (Opening window; air duct; air blower)	Yes	No	N/A
Yes	No	N/A	National Environmental Standard: details of emission and thermal efficiency ratings for model installed	Yes	No	N/A
Yes	No	N/A	National Environmental Standard Authorisation number:	Yes	No	N/A
Yes	No	N/A	Heritage buildings: approval required from NZ Historic Places Trust and / or Planning Team	Yes	No	N/A

WATER HEATERS (SOLAR OR HEAT PUMP)				Entire section N/A		☒
Yes	No	N/A	Location and capacity of hot water cylinder and temperature or pressure relief valve discharge point provided	Yes	No	N/A
Yes	No	N/A	Supporting structural components in the roof space are details provided	Yes	No	N/A
Yes	No	N/A	Connection and weatherproofing details, including flashing details, provided	Yes	No	N/A
Yes	No	N/A	At least two elevations provided to show compliance with height to boundary restrictions and position / inclination of panels	Yes	No	N/A
Yes	No	N/A	Location of solar panels in relation to rafters / trusses details provided	Yes	No	N/A
Yes	No	N/A	Span and centres of rafters / trusses and under purlins if applicable details provided	Yes	No	N/A
Yes	No	N/A	Weight of panels; size of panel (area); and dimensions to edge of roof	Yes	No	N/A
Yes	No	N/A	Temperature or pressure valve discharge point details provided	Yes	No	N/A
Yes	No	N/A	Specifications and technical data sheets provided	Yes	No	N/A
Yes	No	N/A	Engineering calculations / producer statements provided for structural design elements	Yes	No	N/A
Yes	No	N/A	Product certification / appraisal certificates	Yes	No	N/A

PRODUCER STATEMENTS				Entire section N/A		☒
Yes	No	N/A	Engineering calculations and drawings?	Yes	No	N/A
Yes	No	N/A	Agreement to provide producer statement construction if applicable?	Yes	No	N/A
Yes	No	N/A	Producer statements completed in full and signed (where provided) and author on Council register	Yes	No	N/A
Yes	No	N/A	Plans signed and dated by engineer <u>or</u> structural drawings provided <u>or</u> schedule listing work covered if supported by producer statement	Yes	No	N/A

EXISTING BUILDINGS S.112 and S.115				Entire section N/A		☐
☒ Yes	No	N/A	Assessment of as near as is reasonably practicable s.112	☒ Yes	No	N/A
☒ Yes	No	N/A	Relevant provisions of the Building Code for a change of use (s.115) have been addressed	☒ Yes	No	N/A
Yes	No	N/A	Seismic assessment report for buildings constructed pre 1976 or 1982 - 1995 (>3 storeys) with reinforced concrete columns	Yes	No	N/A
Yes	No	N/A	Buildings with long span steel roof trusses (20m or more in length) built prior to May 2012 must have a CPeng report attached	Yes	No	N/A

COUNCIL USE

Consent number:

ABA 1018632

PIM number:

Other relevant consent numbers:

Building complexity level

C1 ☒C2 ☐C3 ☐

Application accepted: (please circle)

Yes

No

If NO, state the reason(s) why application not accepted below in comments section:

Fire engineer (CPEng): (please circle)

Yes

No

NA

Council Registration N°:

IPENZ register checked: (please circle)

Yes

No

NA

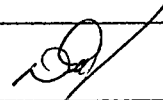
Chartered professional engineer N°:

2380

Name of Lodgement Officer:

D. HASSETT

Signature:



Date:

28/10/14

COMMENTS

Fit-out processing checklist



Use this checklist for applications involving fit-outs

Address:	2-6 WHARF STREET / WARKWORTH		Consent N°:	ABA 1018632.			
Processed by:	DALE HASSETT		Date:	11 / 11 / 2014.			
Description of work:	EXPRESSO BAR FITOUT IN EXISTING WINDOW DISPLAY AREA.						
Project complexity:	COM. 1		Processors competency:	COM 1 DEV. RES 3			
Total number of floor levels:	GROUND FLOOR & ABOVE	BELOW GROUND	Floor level that this fit-out relates to:	GROUND.			
Purpose group:	WB / CA. / SH.		FHC / Risk group:	C/A.			
Importance level:	LEVEL 2.						
Classified use:	☐ HOUSING	☐ COMMUNAL RESIDENTIAL	☐ COMMUNAL NON-RESIDENTIAL	☒ COMMERCIAL	☐ INDUSTRIAL	☐ OUTBUILDING	☐ ANCILLARY

PIM / PIC (list any non-standard issues raised in the PIM that affect this application to show they have been considered)

N/A.

DRU assessment (refer to AC1110 for guidance)	Decision	
	Yes	No
Are any alternative solutions proposed relating to Code clauses C1-C6; D1; F6 or F8	☐	☒
Is there a waiver or modification relating to Code clauses C1-C6; D1; F6 or F8	☒	☐
Fit-out has more than a minor effect on fire safety systems	☐	☒
ITEMS ASSESSED (if application is not sent to the DRU please explain reasons for decision)		
THE PROPOSAL WILL RESULT IN SIGNIFICANT IMPROVEMENTS TO THE ATTRIBUTES OF THE BUILDING FOR MEANS OF ESCAPE FROM FIRE		

Note: If you answered YES to any of the above questions, application must be sent to DRU

Section 112.1 the BCA is satisfied that after the alteration the building:	N/A ☐	Decision		
		Yes	No	N/A
1(a) (i) Complies as near as is reasonably practicable with means of escape from fire; and		☒	☐	
1(a) (ii) Complies as near as is reasonably practicable with access and facilities for persons with disabilities		☒	☐	
1(b) (i) Complied with other provisions of the Code immediately before the building work began and will continue to comply with those provisions; or		☐	☐	☒
1(b) (ii) Did not comply with other provisions of the Code immediately before the building work began but continues to comply at least to the same extent as it did then comply		☒	☐	☐

Section 112.2 Fire and accessibility report must be provided to enable proper consideration of s.112	N/A ☐	Decision	
		Yes	No
Owner has provided written notification requesting that the TA allow the alteration to proceed, without complying with the Code		☒	
2(a) If the building was made to comply with the Code, the alteration would not take place		☐	☒
2(b) (i) The alteration will result in improvements to means of escape from fire		☒	☐
2(b) (ii) The alteration will result in improvements to access and facilities for persons with disabilities		☐	☒
2(c) The improvements outweigh any detriment likely to arise as a result of the building not complying with the Code		☒	☐

ITEMS ASSESSED (discuss ITEMS that have been considered)

SECTION 112.2 & EXTENT OF THE PROPOSED ALTERATION - NO ADVERSE EFFECTS FROM PROPOSAL.

Specified systems	Decision			Reasons for decision / comments	N/A ☐
	Yes	RFI	N/A		
Compliance schedule	☒	☐	☐	☒ Amendment aw	
Plan attached showing location of specified systems	☒	☐	☐	OK.	
Performance standards correctly referenced	☒	☐	☐	" "	
Inspection, maintenance and reporting procedures listed	☒	☐	☐		
Attachment to building consent prepared (AC1129)	☒	☐	☐	OK.	

ITEMS ASSESSED (discuss ITEMS that have been considered)

OK

C1-6 fire safety	Decision			Reasons for decision / comments	N/A ☐
	Yes	RFI	N/A		
Acceptable solution (fire report)	☒	☐	☐	TYPE 2/	
Alternative solution (fire engineering brief)	☐	☐	☒		

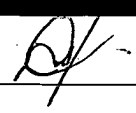
C1-6 fire safety (continued)	Decision			Reasons for decision / comments	N/A ☐
	Yes	RFI	N/A		
Verification method (fire engineering brief)	☐	☐	☒		
Verification method (peer review)	☐	☐	☒		
ITEMS ASSESSED (discuss ITEMS that have been considered)					
TYPE 2.					

Plumbing and drainage	Decision			Reasons for decision / comments	N/A ☐
	Yes	RFI	N/A		
Water supply	☒	☐	☐	EXISTING	
Hot water system (type, capacity, valves)	☐	☒	☐	MEANS FOR HW.	
Fixtures (basin, WC, cleaners sink)	☒	☐	☐	EXISTING HWC.	
Water trap	☒	☐	☐	OK	
Discharge pipe (diameter, material, fall)	☒	☐	☐	PROVIDED.	
Unit venting (air-admittance valve, backflow)	☒	☐	☐	AAV & TESTABLE BACKFLOW.	
ITEMS ASSESSED (discuss ITEMS that have been considered)					
STRUCTURAL PSY FOR SLAB ADDITION & DETAIL. BACKFLOW PREVENTION TO DISHWASHER REQ.					

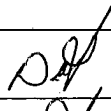
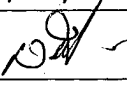
HVAC	Decision			Reasons for decision / comments	N/A ☐
	Yes	RFI	N/A		
Naturally ventilated spaces	☐	☐	☒	NOT REQUIRED.	
Combination natural / mechanical ventilation	☒	☐	☐	WINDOW PROVIDED.	
Mechanical ventilated spaces	☐	☐	☒	NOT REQ	
ITEMS ASSESSED (discuss ITEMS that have been considered)					

Other items reviewed	N/A ☒

--

Requests for further information	N/A ☐	Decision		Date requested	Date resolved	Signed
		Yes	N/A			
Information requested		☒	☒	11/11/14	18/11/14	
Information requested		☐	☒			

Final check / sign off	Decision		Final check / sign off	Decision	
	Yes	N/A		Yes	N/A
Agreement to provide PS4	☒	☐	Draft compliance schedule prepared	☒	☐
Document sets collated and stamped	☒	☐	Inspection requirements identified	☒	☐
Superseded plans separated / retained	☒	☒	Conditions completed	☒	☐
Plans signed by engineer	☐	☒	Computer tasks completed	☒	☐
Drainage / geotechnical engineering	☐	☒	File handed onto admin / invoicing	☒	☐
PIM issues resolved	☐	☒		☐	☒

Final sign off (signature)		Yes	No
I am satisfied on reasonable grounds that compliance has been established with the Building Code and the building consent / amendment is approved and ready for granting		☒	☐
Building:		Date:	19/11/14
P & D:		Date:	19/11/14

Supervision (signature)		☒ N/A
Supervisor:	Date:	

If supervised, supervision form must be completed and forwarded to BCaudits@aucklandcouncil.govt.nz

11-Nov-2014

Colin Campbell
202 Cames Road
RD 5
Wellsford 0975

Dear Sir or Madam

Building consent number: ABA-1018632
Address: 2-6 Wharf Street, Warkworth 0910
Description Espresso bar fitout in existing window display area
Area office Orewa

Request for further information

This letter is to advise you that I have received your building consent for the above property and require further information to help progress the application.

Please be advised that the statutory timeframe on your application has been suspended and the clock will not restart until all information has been received and checked.

Please provide your response addressing all the items below, together with two copies of the relevant information and revised plans, (where applicable) and address it to my attention:-

G12 – Water Supplies

- a) What is the means for hot water supply?
- b) The coffee machine requires a testable backflow preventer to comply.

B1 – Structure

- c) The new concrete slab connection will require a PS1, calculations and detail.

Important notes:

- o This letter refers to Building, P&D and Protection from Fire issues only. Other processors may still be reviewing your application and require further information.
- o If your response results in changes to engineer designed plans, which are supported by a producer statement; the revised plans must be signed by the producer statement author
- o All changes should be clearly marked (i.e. clouded) on the revised plans and each sheet version controlled and dated.
- o Council's policy requires that all information be provided within 20-working days or (one month) from the date of this letter. Failure to provide this information on time may result in the application being refused.

I look forward to receiving the information requested so that I may continue processing your application.

If you have any further queries regarding this matter, please contact the undersigned on (09) 426 3211 or email quoting the above building consent number.

Yours faithfully

Dale Hassett
BUILDING CONTROL- NORTHERN
Email: dale.hassett@aucklandcouncil.govt.nz

Ref:ABA-1018632
Date: 11-Nov-2014
Page: 2

Cc: Dean Gordon Munro and Kim Margaret
Munro and Stephen Ronald Archer
PO Box 142
Matakana 0948

CAMPBELL
REGISTERED ARCHITECTS LTD

12/11/14
Job Ref: 14023

Dale Hassett,
Building Processing Officer,
Auckland Council,
Auckland.

Dear Sir,

RE: Consent # ABA-1018632
2-6 Wharf Street, Warkworth.

Thank you for your letter of 11 NOVEMBER 2014.

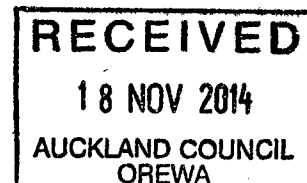
Attached, numbered as per your RFI. Amendments to drawings have been shown clouded. The drawings have been revised as revision "B".

- G12: a) The means of hot water supply is shown on sheet 204 Plumbing Plan, Rheem 312045 45l.
b) A backflow preventer will be installed, this has been noted on the Plumbing Plan.
- B1: c) The concrete work is non structural, merely supporting the new non loadbearing wall. We have specified this type of work for over twenty years for many previous consents without any issue. I attach a copy of the original structural drawings showing the existing foundations which are unaffected. I have added the description of the slab reinstatement to sheet 203 Section and 204 Plumbing Plan. Due to the size, scope and nature of this project I trust you will find this acceptable.

Sincerely,

Colin Campbell B Arch ANZIA

Director



Zone	Operative: <u>Retail Service (Worksworth Town Centre Policy Area A)</u> Proposed: <u>Town Centre - Worksworth (Worksworth 3 Sub-Precinct B)</u>
Description of Activity	<u>Espresso Bar. (Alterations to existing building).</u>
Activity	Operative: <u>Restricted Discretionary</u> Proposed: <u>1</u>
Existing Consent	
Consent Notice	Bush protection <u>✓</u>
No Consent Notice	Earthwork/foundation <u>✓</u>
	Other <u>✓</u>
DEVELOPMENT CONTROLS	
Yards <u>Rule 99.2 Table 2</u> <u><6m Frontage = P</u> <u><200m² GFA = P.</u>	- Front <u>Nil.</u> - existing building - Side <u>3m</u> (adjacent to open space) - existing building. - Rear - Rear site - Shoreline <u>6m</u> - existing building. - Coastal - Bulk in relation to boundary
Height	- Above ground level <u>10.5m max.</u> Existing building. - Height to boundary <u>Infringes on northern boundary - existing building.</u> - Fences - <u><1.8 m in height</u> <u>N/A</u>.
Multiple units	<u>✓</u> Distance between units <u>N/A</u> .
Site Coverage <u>No change</u>	Area of site _____ Does coverage comply? Yes/No Area of Building _____
Parking and manoeuvring & access	Parking required: _____ Loading Bays _____ Turning circle compliance _____ Width of driveway? _____ Grade of Access? _____ Vehicle crossing compliance: _____ Number of crossings? _____ Access gained within defined road boundary _____ Is site on a Limited Access Road? _____
Private Open Space	Comply? <u>N/A</u> .
Earthworks	Volume: <u>Internal alterations.</u> 1:2 Slope: <u>N/A</u> . Is it a SNA? <u>No</u> .
Tree consent required	<u>No</u>
Designated / Scheduled	<u>No</u>
Historical Site	<u>PAUP: Re 1944 Demolition Control.</u>
Signs:	Comply? <u>N/A</u> .
Resource Consent required? <u>NO</u>	Operative: <u>Perm. (see)</u> Proposed Plan: <u>Ext neg blog</u> FC Plan Change 62: <u>-</u>

Officer: Christie E

Date: 1/11/14



PIM CHECKLIST

Sea Spray Zone Information	
Fire Service Requirements Noted (Fire Evacuation / and Referrals to NZFS)	
Vehicle Crossings	
Trade Waste Licenses	
Food Premises Requirements	
Swimming Pool	
Building Across Boundaries Section 75	
Gas Pipeline Information	
Fireplace	
Accessibility	