

Building Consent Application

Pack 2 Commercial



This pack contains documents to apply for a building consent application or amendments for commercial buildings.

Includes:

- Application for a commercial project information memorandum and/or building consent
- Lodgement checklist – commercial (Includes swimming pools, solid fuel heaters, solar water heater if included in the building work)
- Agreement to provide producer statement during construction – the provision of producer statements can reduce the number of inspections required and recognises the skill and expertise in the industry (refer to our website for a list of approved producer statement authors)

Please note it is the owner's responsibility to apply for a code compliance certificate once all work is complete

For further information on building consents see – www.aucklandcouncil.govt.nz

Commercial application for a project information memorandum and/or building consent

Section 33 or section 45, Building Act 2004

Date received:

Application No:

APPLICATION TYPE (tick appropriately)

NB If you have an existing application number relating to this building work, please note the number beside the application type

☐ Project information memorandum

☒ Building consent

☐ Stage _____ of intended _____ stages

☐ Amendment to building consent N^o:

☐ National multi-use approval No:

FEB process complete?

☐ Yes ☒ No

FAP means Financial assistance package

Is this a re-clad application?

☐ Yes ☒ No

Has a pre-application meeting been held?

☐ Yes ☒ No

Is application subject to a claim under the FAP scheme?

☐ Yes ☒ No

If yes, FAP claim number:

THE BUILDING

Street address of building: (for structures that do not have a street address, state the nearest street intersection and the distance and direction from that intersection)

70 Kokihi Lane, Snells Beach

Legal description of land where building is located: (state legal description as at the date of application and, if the land is proposed to be subdivided, include details of relevant lot numbers and subdivision consent)

Lot 9 in DP 356085 CT 235513

Building name:

Outrigger

Location of building within site/block number: (include nearest street access)

Kokihi Lane

Number of levels: (include ground level and any levels below ground)

1

Level or unit number:

Current, lawfully established, use: (include number of occupants per level and per use if more than 1)

57

Area: (total floor area; indicate area affected by the building work if less than the total floor area)

approx

90 m²

Year first constructed:

Under construction

THE OWNER

Name of owner: (Include preferred form of address e.g. Mr, Miss, Dr if an individual)

Long White Cloud Holdings Limited

Contact person: (Insert n/a if the applicant is an individual)

James and Deanna DEHLSSEN

Mailing address:

P O Box 288, Matakana

Postcode:

0985

Street address/registered office:

310 Mangatawhiri Road, Omaha

Phone number: Daytime

021638816

After hours:

Facsimile number:

Mobile:

021638816

Email address:

jdehlssen@ecomerittech.com

Website:

www.ecomerittech.com

The following evidence of ownership is attached to this application ☒ Certificate of Title ☐ Lease agreement
☐ Sale & Purchase agreement ☐ Other document showing full name of legal owners of the building

AGENT (only required if application is being made on behalf of the owner)

Name of agent:			
Contact person:	Philippa Ropata		
Mailing address:	P O Box 288, Matakana	Postcode:	0985
Street address /registered office:	310 Mangatawhiri Road, Omaha		
Phone number: Daytime		After hours:	
Facsimile number:		Mobile:	021 638 816
Email address:	propata@ecomerittech.com	Website:	
Relationship to owner: (supply details of authorisation from the owner to make the application on the owner's behalf)	Personal / Executive Assistant		

THE APPLICANT (only required if applicant is someone other than the owner e.g. tenant, lessee, etc)

Name of applicant: (Include preferred form of address e.g. Mr, Miss, Dr if an individual)			
Contact person: (Insert n/a if the applicant is an individual)			
Mailing address:		Postcode:	
Street address / registered office:			
Phone number: Daytime:		After hours:	
Facsimile number:		Mobile:	
Email address:		Website:	
Relationship to owner: (supply details of authorisation from the owner to make the application applicable)			

FIRST POINT OF CONTACT FOR COMMUNICATIONS WITH COUNCIL/BUILDING CONSENT AUTHORITY

Full name:	Philippa Ropata		
Mailing address:	P O Box 288, Matakana	Postcode:	0985
Phone number:		Mobile:	021 638 816
Facsimile number:		Email address:	propata@ecomerittech.com
Preferred method of correspondence:	Email: ☒	Post: ☐	

BILLING

All consent related invoices/refunds to be billed and posted to:	Owner: ☐	Agent: ☒	Applicant: ☐
Preferred method of billing:	Email: ☒	Post: ☐	
Preferred order / reference number: (if applicable)	Outrigger Kitchen		

Please note: Any refunds are paid to the receipted name unless written authorisation has been received from the receipted person or company stating otherwise

SIGNATURE

Signature:

Owner:

☐

Agent:

☒

Applicant:

☐

Name:

Philippa Ropata

Date:

If you are signing this application on behalf of a company/trust/other entity (the agent), you are declaring that you are duly authorised to sign on behalf of the owner to make this application

DEVELOPMENT CONTRIBUTIONS INFORMATION

Gross development area (GDA) are used for assessing development contributions; gross development areas are defined as:

1. The gross floor area of any building measured from the outer faces of the exterior walls or the centre line of walls separating two abutting buildings; and
2. The area of any part of the allotment used solely or principally for the storage, sale, display, movement or servicing of goods or the provision of services on the allotment.

GDA includes the areas occupied by network service providers for carrying out their normal business, including offices, workshops warehouses and any outside areas

Gross development area does not include:

- a) Vehicular parking ancillary to the primary development, manoeuvring, loading and landscaping areas and areas used only for primary production purposes (such as quarry workings, farm lands and orchards) the conversion of which to another would require resource consent or building consent; and
- b) The area of plant, equipment servicing the site and network infrastructure including pipes, lines installations, roads, water supply wastewater and stormwater collection and management systems

Will the gross development area (GDA) increase because of this development?

☒ No

☐ Yes (if yes, refer to points 1 and 2 above to confirm GDA increased)

Please describe reason for increase in GDA:

Impervious surface area (ISA)

Impervious surface area is the area of any site, which is not capable of absorbing rainwater; e.g. building size or paved areas increased

Will the impervious surface area increase as a result of the development?

☒ No

☐ Yes, (refer to points 1 and 2 above to confirm GDA increased)

Please describe reason for increase in ISA:

THE PROJECT

Description of the building work:

Installation of new kitchen fitout.

Will the building work result in a change of use?

☐ Yes

☒ No

If yes, provide details of new use of building

Is this an apartment building?

☐ Yes

☒ No

If yes, state the number of apartments:

Estimated total value of building work for **this** application, (building consent or amendment); it is this value that the building levy is calculated on (including goods and services tax); (state estimated value as defined in section 7 of the Building Act 2004)

\$ 98,500.00

Stage: of an intended: stages

Intended life of new building (if less than 50 years): number of years

LIST OF OTHER APPROVALS GAINED (please provide details)

APPROVAL	REFERENCE NUMBER	DETAILS
Building consents previously issued for this project: (if any)	BCO 10059298	Construction of Cafe
Resource consent	34743/B	Extension of period for construction
Engineering approval	PS4	Engineering Design
Certificate of Acceptance		
Other		

PROJECT INFORMATION MEMORANDUM (the following matters are involved in the project)

- | | |
|--|---|
| ☐ Subdivision | ☐ New or altered access for vehicles |
| ☐ Alterations to land contours | ☐ Building work over or adjacent to any road or public place |
| ☐ New or altered connections to public utilities | ☐ Disposal of stormwater or wastewater |
| ☐ 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 Building Consent Authority, please specify: | |

ATTACHMENTS (the following documents are attached to this application)

- | | |
|---|--|
| ☒ Plans and specifications | ☒ Development contribution notice |
| ☐ Project information memorandum | ☐ Complete relevant checklist(s) |
| ☐ Certificate attached to project information memorandum | ☐ Memoranda from Licenced Building Practitioner(s) who carried out or supervised any design work that is restricted building work |

PRODUCER STATEMENTS

The design professional is responsible for ensuring architectural drawings are stamped verifying that the plans accurately reflect their intentions; if required, construction monitoring levels and inspections must be attached to the producer statement.

For further information please refer to Auckland Councils producer statement policy at www.aucklandcouncil.govt.nz

MEANS OF COMPLIANCE (the building work will comply with the Building Code as follows)

Clauses (involved in the proposed building work)	Means of compliance (refer to compliance documents) or detail of alternative solution in the plans or specifications	Clauses (involved in the proposed building work)	Means of compliance (refer to compliance documents) or detail of alternative solution in the plans or specifications
B1 Structure	☐ B1/AS1 ☐ NZS 3604 ☐ NZS 4229 ☐ AS/NZS 1170 ☐ Other _____	G1 Personal hygiene	☒ G1/AS1 ☐ Other _____
B2 Durability	☒ B2/AS1 ☐ NZS 3101 ☐ NZS 3604 ☐ NZS 3602 ☐ Other _____	G2 Laundering	☐ G2/AS1 ☐ Other _____
C1-C6 Protection from Fire	☒ C/AS1-7 ☐ C/VM2 ☐ Specific design	G3 Food preparation and prevention of contamination	☒ G3/AS1 Shown on Kitchen Plans ☐ Other _____
D1 Access Routes	☒ D1/AS1 ☐ NZS 4121 ☐ Other _____ End to counter is lowered to 750mm above floor level with 300mm knee space recess under this point	G4 Ventilation	☒ G4/AS1 ☐ AS 1668.2 ☐ NZS 4303 ☐ AS/NZS 3666.1 & 2 ☐ Other _____
D2 Mechanical installations for access	☐ D2/AS1 ☐ NZS 4121 ☐ NZS 4332 ☐ NZS 4334 ☐ Other _____	G5 Interior environment	☐ G5/AS1 ☐ NZS 4214 ☒ NZS 4121 ☐ Other _____
E1 Surface water	☐ E1/AS1 ☐ E1/VM1 ☐ Other _____	G6 Airborne and impact sound	☐ G6/AS1 ☐ Other _____
E2 External moisture	☒ E2/AS1 ☐ E2/AS2 ☐ E2/AS3 ☐ E2/VM1 ☐ AS/NZS 4284 ☐ Specific design (Façade Engineer) ☐ Other _____	G7 Natural light	☐ G7/AS1 ☐ NZS 6703 ☐ Other _____
E3 Internal moisture	☒ E3/AS1 ☐ NZS 4214 ☐ Other _____	G8 Artificial light	☒ G8/AS1 ☐ NZS 6703 ☐ Other _____
F1 Hazardous agents on site	☐ F1/AS1 ☐ Other _____	G9 Electricity	☒ G9/AS1 ☒ AS/NZS 3000 ☐ Other _____
F2 Hazardous building materials	☐ F2/AS1 ☐ NZS 4223.3 ☐ Other _____	G10 Piped services	☒ G10/AS1 ☐ NZS 3501 ☐ NZS 7646 ☐ AS/NZS 5601.1 ☐ Other _____
F3 Hazardous substances	☐ F3/VM1 ☐ Hazardous Substances and New Organisms Act 1996 ☐ Other _____	G11 Gas as an energy source	☒ G11/AS1 ☐ AS/NZS 5601.1 ☐ Other _____
F4 Safety from falling	☐ F4/AS1 ☐ Fencing of Swimming Pools Act 1987 ☐ Other _____	G12 Water supplies	☒ G12/AS1 ☐ AS/NZS 3500.1 ☐ Other _____
F5 Construction and demolition hazards	☒ F5/AS1 ☐ Other _____	G13 Foul water	☒ G13/AS1 ☐ G13/AS2 ☐ G13/AS3 ☐ AS3500.2 ☐ Other <u>Note: See attached</u>
F6 Visibility in Escape Routes	☒ F6/AS1 ☐ AS/NZS 2293.2 ☐ NZS 6104 ☐ AS 2293.1 & 3 ☐ Other _____	G14 Industrial liquid waste	☐ G14/AS1 ☐ Other _____
F7 Warning systems	☒ F7/AS1 ☐ NZS 4514 ☐ NZS 4512 ☐ NZS 4515 ☐ NZS 4541 ☐ AS 3786 ☐ Other _____	G15 Solid waste	☒ G15/AS1 ☐ Other _____
F8 Signs	☒ F8/AS1 ☐ AS/NZS 2293.2 ☐ Other _____	H1 Energy efficiency	☒ H1/AS1 ☐ NZS 4218 ☐ NZS 4243 ☐ NZS 4214 ☐ ALF Design Manual ☐ Other _____

WAIVERS AND MODIFICATIONS (State nature of waiver or modification of building code required)

COMPLIANCE SCHEDULE *(only complete this section if your building has specified systems in it)*

New building:

Are there any specified systems installed in this building?

☒ Yes

☐ No

☐ N/A

Total occupancy numbers:

Cafe seating restricted to 52 persons at any one time. No more than 5 staff on each shift.

Existing building:

Will the new work result in the addition, alteration or removal of any specified systems in the building?

☐ Yes

☒ No

☐ N/A

Please state existing Compliance Schedule N^o:

Total occupancy numbers:

Important note: Inspection, Maintenance and Reporting (I.M.R) you **must** specify the proposed procedures for the inspection, maintenance and reporting for each specified system, for the purposes of the compliance schedule *(Photocopies of the relevant section of the performance standard are acceptable)*

DEFINITIONS OF SYSTEM NOTIFICATION TERMINOLOGY

New means a new system or feature is being installed into a new building or a compliance schedule is being applied for the first time, for an existing building which has specified systems installed in it

Altered means an existing system or feature is being modified, altered or added to the building resulting in an amendment to an existing compliance schedule

Removed means that a system or feature is being removed from an existing building

COMPLIANCE SCHEDULE INSPECTION, MAINTENANCE AND REPORTING PROCEDURES

Specified system	Inspection, maintenance & reporting standards (please list standard if not referenced)	System notification (tick as applicable)		
		New	Altered	Removed
1	Automatic systems for fire suppression			
1.1	Sprinkler system ☐ NZS 4541:2013 ☐ NZS 4515:2009 ☐ NFPA 25 ☐	☐	☐	☐
1.2	Gas and foam flood or deluge systems; dry and wet fire extinguishing systems ☐ NZS 4541:2013 ☐ NZS 4515:2009 ☐ NFPA 25 ☒ NZS 4503	☒	☐	☐
2	Automatic or manual emergency warning systems for fire or other dangers			
2.1	Manual and automatic fire alarms; smoke / heat detectors; gas; radiation systems ☒ Audible ☒ Visual ☐ NZS 4512:2010 ☐ AS 1851:2005 ☐ NFPA 25 ☐	☒	☐	☐
2.2	Automatic gas leak detection systems for the detection and measurement of combustible gases ☒ NZS 5263:2003 ☐	☒	☐	☐

COMPLIANCE SCHEDULE INSPECTION, MAINTENANCE AND REPORTING PROCEDURES

Specified system	Inspection, maintenance & reporting standards (please list standard if not referenced)	System notification (tick as applicable)		
		New	Altered	Removed
3	Electromagnetic or automatic doors or windows			
3.1	Automatic doors e.g. sliding or revolving doors Are any of the doors interfaced with emergency warning systems? ☐ Yes ☐ No ☐ NZS 4239:1993 ☐	☐	☐	☐
3.2	Access controlled doors (swipe card, key pad, sensor-delayed egress, etc) ☐ NZS 4239:1993 ☐	☐	☐	☐
3.3	Interfaced fire or smoke door or windows (electromagnetic door holders) ☐ AS 4178:1994 ☐ NZS 4232.2:1988 ☐ NZS 4520:2010 ☐	☐	☐	☐
4	Emergency lighting systems ☒ AS/NZS 2293.2:1995 ☐ NZS 6104:1981 ☐	☒	☐	☐
5	Escape route pressurisation systems ☐ AS 1851.6:2012 ☐ AS/NZS 1668.1:1998 ☐	☐	☐	☐
6	Riser mains for use by fire services ☒ NZS 4510:2008 ☐	☒	☐	☐
7	Automatic backflow preventers connected to a potable water supply ☒ AS/NZS 2845.1:2010 High hazard testable backflow prevention device 007 valve ☐ AS 2845.3:2010 ☐	☒	☐	☐
8	Lifts, escalators, travelators or other systems for moving people or goods within a building			
8.1	Passenger carrying lifts ☐ NZS 4332:1997 ☐ NZS 4334:2012 ☐ EN 81:2003 ☐	☐	☐	☐
8.2	Goods or service lifts ☐ NZS 4332:1997 ☐ EN 81:2003 ☐	☐	☐	☐
8.3	Escalators and moving walks ☐ EN 115:2008 ☐	☐	☐	☐
9	Mechanical ventilation or air-conditioning systems Cooling tower installed ☐ Yes ☐ No Interfaced with fire alarm ☐ Yes ☐ No Spray Booth ☐ Yes ☐ No ☐ AS/NZS 3666.2:2011 ☐ AS/NZS 4114.1:2003 ☐ AS/NZS 4114.2:2003 ☐	☐	☐	☐
10	Building maintenance units or other devices providing access to the interior / exterior of a building ☐ BS 6037.1:2003 ☐ AS/NZS 1891.4:2009 ☐	☐	☐	☐
11	Laboratory fume cupboards ☐ AS/NZS 2243.8:2014 ☐ NZS 7203:1992 ☐	☐	☐	☐

COMPLIANCE SCHEDULE INSPECTION, MAINTENANCE AND REPORTING PROCEDURES

Specified system		Inspection, maintenance & reporting standards (please list standard if not referenced)	System notification (tick as applicable)		
			New	Altered	Removed
12	Audio loops or other assistive listening systems				
12.1	Audio loop	☐ AS 60118.4:2007 ☐ NZS 4121:2001 ☐	☐	☐	☐
12.2	FM radio frequency systems and infrared beam transmission	☐ AS 60118.4:2007 ☐ NZS 4121:2001 ☐	☐	☐	☐
13	Smoke control systems				
13.1	Mechanical smoke control systems	☐ AS/NZS 1668.1:1998 ☒ AS1851:2005 ☐	☒	☐	☐
13.2	Natural smoke control systems	☐ AS/NZS 1668.1:1998 ☐ AS1851:2005 ☐	☐	☐	☐
13.3	Smoke curtains	☐ AS/NZS 1668.1:1998 ☐ AS 1851:2005 ☐	☐	☐	☐
14	Emergency power systems for, or signs relating to, a system or feature in any of the specified systems 1 - 13				
14.1	Emergency power systems installed for the purpose of supplying power to any of the specified systems 1 - 13	☐ NZS 6104:1981 ☐	☐	☐	☐
14.2	Signs for all systems	☒ F8/AS1 ☐	☒	☐	☐
15	Any or all of the following systems and features, so long as they form part of a building's means of escape from fire, and so long as those means also contain any or all of the systems or features specified in clauses 1 to 6, 9 and 13:				
15.a	System for communicating spoken information intended to facilitate evacuation	☐ NZS 4512:2010 ☒ AS 1851:2012 ☐	☒	☐	☐
15.b	Final exits	☐ AS/NZS 2293.2:1995 ☒ NZS 4121:2001	☒	☐	☐
15.c	Fire separation	☐ NZS 4520:2010 ☐ NZS 4232.2:1988 ☐	☐	☐	☐
15.d	Signs for communicating information intended to facilitate evacuation; and such signs as required by: - the NZBC (all systems); and - S.120 of the Act	☐ AS/NZS 2293.2:1995 ☐ F8/AS1 ☐	☐	☐	☐
15.e	Smoke separation	☐ AS/NZS 1668.1:1998 ☐	☐	☐	☐
16	Cable cars	☐ NZS 5270:2005 ☐	☐	☐	☐

RESTRICTED BUILDING WORK

Will the building work include any restricted building work?

Yes



No



If yes, provide the following details of all licensed building practitioners (LPB) who will be involved in carrying out or supervising restricted building work. (If these details are unknown at the time of application, they **must** be supplied before the building work begins).

KEY CONTACTS / LICENSED BUILDING PRACTITIONERS (LBP) (please provide details)

Please provide the following details for all licensed building practitioners (LBP) who will be involved in carrying out or supervising restricted building work. (If these details are unknown at the time of application, they **must** be supplied before the building work begins).

Designer or Architect

Structural Engineer

Business/Name: Pyramidz Architects		Business/Name: Engineering Design Consultants	
Address: 9 Falls Street, Warkworth		Address: First Floor, Unit 1, 100 Bush Road, Albany	
Daytime: 09 425 9759	After hours:	Daytime: 09 451 9044	After hours:
Mobile:	Fax:	Mobile:	Fax:
Registration or LBP Registration No:		Registration or LBP Registration No:	

Head Contractor / Site Manager

Builder / Carpentry work

Business/Name: Murray Holt Builders		Business/Name: Murray Holt Builders	
Address: 355 Old Kaipara Road, RD1, Warkworth		Address: 355 Old Kaipara Road, RD1, Warkworth	
Daytime:	After hours:	Daytime:	After hours:
Mobile: 021 935 509	Fax:	Mobile: 021 935 509	Fax:
Registration or LBP Registration No: 104638		Registration or LBP Registration No: 104638	

Drain layer

Plumber

Business/Name: GSC Plumbing and Drainage Ltd		Business/Name:	
Address: P O Box 716, RD1, Warkworth		Address:	
Daytime:	After hours:	Daytime:	After hours:
Mobile: 022 134 9426	Fax:	Mobile:	Fax:
Registration or LBP Registration No: 14519		Registration or LBP Registration No:	

Electrician

Gas Fitter

Business/Name: Super City Solar		Business/Name:	
Address: 6 Kaipara Flats Road, Warkworth		Address:	
Daytime:	After hours:	Daytime:	After hours:
Mobile: 021 048 9283	Fax:	Mobile:	Fax:
Registration or LBP Registration No: E245569		Registration or LBP Registration No:	

KEY CONTACTS / LICENSED BUILDING PRACTITIONERS (LBP) (please provide details)**Foundation work****Bricklaying**

Business/Name:		Business/Name:	
Address:		Address:	
Daytime:	After hours:	Daytime:	After hours:
Mobile:	Fax:	Mobile:	Fax:
Registration or LBP Registration No:		Registration or LBP Registration No:	

Blocklaying**External Plastering**

Business/Name:		Business/Name:	
Address:		Address:	
Daytime:	After hours:	Daytime:	After hours:
Mobile:	Fax:	Mobile:	Fax:
Registration or LBP Registration No:		Registration or LBP Registration No:	

Roofing work**Other**

Business/Name:		Business/Name:	
Address:		Address:	
Daytime:	After hours:	Daytime:	After hours:
Mobile:	Fax:	Mobile:	Fax:
Registration or LBP Registration No:		Registration or LBP Registration No:	

OFFICE ONLY USE

Receipt No:				Area Office		
Deposit \$:				☐ Central	☐ Henderson	☐ Orewa
PIM/BC No:				☐ Papakura	☐ Pukekohe	☐ Takapuna
Date:				☐ Manukau		
New compliance schedule required		☐ Yes	☐ No	☐ Compass	☐ MBC	☐ Professional
Existing compliance schedule requires amending		☐ Yes	☐ No			

COMMENTS

Lodgement checklist: commercial

Please attach this checklist with your application

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 following publication "Guide to applying for a building consent" for a copy visit www.building.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)

New Zealand Fire Service (NZFS)

If your application is a type which needs to go to NZFS, please provide an electronic copy of the plans, specifications and any relevant reports in order that they may complete a review of evacuation procedures under s.21A of the NZ Fire Services Act. An evacuation procedure is a plan that describes how occupants will escape to a place of safety if there is a fire (or suspected fire). The requirements for evacuation schemes include:

- evacuation procedure
- training
- signs and notices
- firefighting equipment
- places of safety
- automatic sprinkler systems
- provision for persons with a disability
- warning systems
- maintenance of the evacuation scheme

Applications supported by a producer statement (PS): If a producer statement design (PS1) 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. Producer statements must be dated no older than 90 days and the author must be listed on Councils Approved Author Register. For a copy of the Producer Statement Policy or 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 you do not have an existing **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 acts as the receiving agent for Auckland Transport. A "Vehicle Crossing Application Form", and description of the approval process, can be viewed and downloaded from the website www.at.govt.nz by typing in the keywords "Vehicle Crossing" in the search bar and selecting the "Vehicle Crossing link". The completed application form together with the application fee must be submitted in person to your nearest Auckland Council Service Centre.

Network utility operator: prior approval is required if the building is 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 the Graham Street Service Centre, 35 Graham Street, Auckland City.

Fire safety systems *(the following table provides a brief overview of the processes involved with fire designs)*

Note: in all cases a fire report is required:

Acceptable solutions C/AS1-7 <i>All new building work must fully comply with NZBC</i>	Fire engineering brief (FEB) and meeting	Assessment of ex. Buildings MOE from fire	NZFS design review <u>required</u> <i>(Refer Gazette Notice No. 49 May 2012)</i>	Approval Council regulatory review <u>or</u> PS1 from engineer listed on Auckland Council PS Register
New buildings	N/A	N/A	N/A	
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	Assessment of ex. buildings MOE from fire	NZFS design review <u>required</u> <i>(Refer Gazette Notice No. 49 May 2012)</i>	Approval Council regulatory review <u>or</u> Regulatory review by CPEng fire engineer listed on Auckland Council PS Register evidenced by PS2
New buildings	Voluntary	N/A	N/A	
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	Assessment of ex. buildings MOE from fire	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	

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.

Assessment of existing buildings means of escape (MOE) from fire 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.

If the design is to the verification method (**C/VM2**), a chartered professional engineer (CPEng) must design it. A producer statement design review (PS2) will be accepted for C/VM2 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/VM2 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
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 burner

☐

Solar water heater / heat pump water heater

☐

Pool / spa pool

☐

Section 71

☐

Section 75

☐

Section 112

☐

Section 115

 Applicant, agent
or owner's
signature:

Date:

Name (print):

Role:

VEHICLE CROSSING

All 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. A "Vehicle Crossing Application Form", and description of the approval process, can be viewed and downloaded from the website www.at.govt.nz by typing "Vehicle Crossing" in the search bar and selecting the "Vehicle Crossing link". The completed application form together with fee must be submitted in person to your nearest Auckland Council Service Centre.

Yes	No	N/A	☐ New vehicle crossing <u>OR</u>	☐ Building <u>within</u> 1.0m of road corridor
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☒ Yes	No	N/A	☒ Existing vehicle crossing
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Customer use (Circle appropriate)			Description	Council use only		
NZ Fire Service				Entire section N/A		☐
☒ Yes	No	N/A	Electronic copy of the plans, specifications and any relevant reports (e.g. USB) Please note failure to provide an electronic copy may cause delays	Yes	No	N/A
Yes	No	N/A	Evacuation procedure; training; signs and notices; firefighting equipment; places of safety; automatic sprinkler systems; provision for persons with a disability; warning systems and maintenance of the evacuation scheme	Yes	No	N/A

GENERAL REQUIREMENTS

Entire section N/A

☐

☒ 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

Customer use (Circle appropriate)			Description	Council use only		
GENERAL REQUIREMENTS				Entire section 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
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	Does the development involve or rely upon work to public infrastructure? If so, has Engineering Plan Approval been applied for / approved?	Yes	No	N/A
Yes	No	N/A	Lease agreements (i.e. air space) provided	Yes	No	N/A

PLANNING INFORMATION				Entire section N/A		☐
☒ Yes	No	N/A	Copy of approved resource consent and conditions together with stamped plans provided?	Yes	No	N/A
☒ Yes	No	N/A	Location, dimensions and gradient of car parking/ 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 shown including relevant ground and floor levels?	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

Customer use (Circle appropriate)			Description	Council use only		
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
☒ Yes	No	N/A	Plans showing location of all emergency lighting and design specifications provided? (PS1 optional)	Yes	No	N/A

AMENDMENTS				Entire section N/A		☒
Yes	No	N/A	Has the original consent been issued? (If not, this change is considered a revision not an amendment).	Yes	No	N/A
Yes	No	N/A	Does the description of building work accurately summarise the changes?	Yes	No	N/A
Yes	No	N/A	Plans clouded to show changes? (two copies minimum provided)	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
Yes	No	N/A	Soil and ground stability; geotechnical report / plans	Yes	No	N/A
Yes	No	N/A	Site contamination; report / plans	Yes	No	N/A
Yes	No	N/A	Flooding and surface water; report / plans	Yes	No	N/A
Yes	No	N/A	Erosion and sediment control plan; report / plans	Yes	No	N/A

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	Soakage report provided and details shown on plans	Yes	No	N/A
Yes	No	N/A	Details of storm water/sewer disposal systems provided? E.g. detention tanks, pumps and effluent disposal including location, size, volume and depth of excavations (if applicable)	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

Customer use (Circle appropriate)			Description	Council use only		
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

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	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

FLOOR PLAN (SCALE 1:100 OR 1:50)				Entire section N/A		☒
☒	No	N/A	Existing and proposed layout and use	Yes	No	N/A
Yes	No	N/A	Internal / external 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	Cladding system design summary and compliance methodology	Yes	No	N/A
Yes	No	N/A	Façade Engineering Design (test reports, calculations and plans)	Yes	No	N/A
Yes	No	N/A	Producer Statement – PS1 / PS2 (Façade Engineer)	Yes	No	N/A
Yes	No	N/A	Elevations for each external wall including cross-references to construction details fully describing junctions and interfaces within and between all claddings	Yes	No	N/A
Yes	No	N/A	Detailing of all roof and wall junctions, kick-out/diverter flashings, saddle flashings, eaves, balustrades, parapets, penetrations, control joints, cladding clearance from ground, deck, and roof, joinery sill, head and jamb flashings	Yes	No	N/A
Yes	No	N/A	3D detailing of complex roof and deck edge / perimeter wall junctions	Yes	No	N/A
Yes	No	N/A	Control of external fire spread - external wall cladding systems fire test documentation	Yes	No	N/A
Yes	No	N/A	Cladding system technical specifications, installation instructions (all cladding systems) and maintenance requirements	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

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	Yes	No	N/A
Yes	No	N/A	Roof framing and bracing plan (pitched roof) including fixing details	Yes	No	N/A
Yes	No	N/A	Location and size of rainwater heads, scuppers, internal gutters, spouting and downpipes	Yes	No	N/A

Customer use (Circle appropriate)			Description	Council use only		
CROSS-SECTIONS - GENERAL (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	Cross sections with cross-references to details of roof / wall junctions, eaves, balustrade, parapets, penetrations, control joints, window flashings and cladding clearances from finished ground, deck and roof	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

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 (<i>refer guidance document AC1813 for further info</i>)	Yes	No	N/A

FIRE PROTECTION				Entire section N/A		☒
Yes	No	N/A	Assessment of ex. Buildings MOE from fire 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 with supporting product technical data sheets	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

Customer use (Circle appropriate)			Description	Council use only		
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

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

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

LIFTS, ESCALATORS AND ELEVATORS				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) Indicative only see layout plan notes	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

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
Yes	No	N/A	Construction monitoring levels and inspections identified?	Yes	No	N/A

Customer use (Circle appropriate)			Description	Council use only		
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 BURNER				Entire section N/A		☒
Yes	No	N/A	Location of solid fuel 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
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 Heritage NZ and / or Planning Team	Yes	No	N/A

Customer use (Circle appropriate)			Description	Council use only		
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

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:			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 ^o :	
IPENZ register checked: (please circle)	Yes ☐	No ☐	NA ☐	Chartered professional engineer N ^o :	
Name of Lodgement Officer:			Signature:		Date:

Agreement to provide a producer statement during construction



Producer statement construction (PS3) or producer statement construction review (PS4)

I, being the owner / agent confirm that I have engaged the following producer statement author(s) **listed on the reverse side** of this document to be responsible for carrying out construction (PS3) or observing and supervising construction (PS4)

Name:	Philippa Ropata	☐ Owner ☒ Agent
Signature:		Date:
Building consent number (if known)	BCO 10059298	
Address of project:	70 Kokihi Lane, Snells Beach	

Important notes:

In order to approve a building consent, Council must be satisfied on reasonable grounds that the provisions of the Building Code will be met. Council must also be satisfied that the building work is constructed in accordance with the building consent and Building Code before it can issue a code compliance certificate. Producer statements are a mechanism used for establishing compliance with the Building Code and are a cost-effective alternative to Council undertaking design reviews and inspections itself.

In some instances, building work that is specifically designed may require specialist installation / supervision. Where these elements are identified, the owner / agent may enter into an agreement with Council, to provide a producer statement to support compliance.

*This form serves as acknowledgement by the owner/agent that a producer statement will be provided on completion of the building work to which it relates. If at the time of application, the design professional or contractor details are unknown, please complete all other fields of this form noting the words **"to be advised"** in the author's name field.*

Producer statement construction (PS3) *If an owner / agent intends to provide a PS3 for internal waterproofing or installation of a heating appliance in lieu of an inspection the author must be on Councils Producer Statement Register and the author **must** phone the Call Centre on (09) 301 0101 to advise they will be performing the work. At this time Council staff will check and confirm the author is on the Register and if so, record the contractor's details against the building consent. An inspection is not required for this work. All other work performed by a contractor must be inspected and supported by a producer statement.*

Producer statement construction review (PS4) *Producer statements must be supported by way of site observation records and instructions, diary notes, testing and commissioning certificates, warranties, or such documents applicable to the construction, which has been undertaken / observed / supervised.*

On completion of the building work, Council will rely on the producer statement and supporting documentation when making its decision on whether to issue a code compliance certificate. All producer statement authors must be listed on the Auckland Council Producer Statement Register; the register can be found on the Councils website @ www.aucklandcouncil.govt.nz.

Please note *that whilst every effort is made to identify producer statement requirements at consent stage; it may be possible that further information is required during construction and prior to the issue of the Code Compliance Certificate.*

Tick if applies	Description of work (delete items not applicable)	Producer Statement Authors name (If unknown, write TBA)	Approved author #	Type
☐	Geotechnical - soil conditions, soil compaction, earthworks, excavations on boundary, etc			PS4
☐	Foundations, piling, masonry (Type A, B or C), compaction of hard-fill, drain bridging, raft slab			PS4
☐	Pile driving			PS3 PS4
☐	Internal waterproofing membranes			PS3
☐	External waterproofing membranes			PS3
☐	Heating appliance			PS3
☐	Stormwater management devices			PS4
☐	Waste water systems			PS4
☐	Swimming pool			PS4
☐	Precast and pre-stressed concrete			PS3 PS4
☐	Structural steel / portal frames			*
☐	Facade systems			PS4
☐	Installation, testing & commissioning certificates for fire safety systems			*
☐	Inspection & test plan (ITP) structural steel welding			*
☐	Fire safety systems			PS3
☐	Fire protection – interior surface finishes, floor coverings & suspended flexible fabrics			PS3
☐	Fire protection – intumescent coatings to structural steel			PS3
☐	Passive fire protection - stopping of fire rated walls, floors, ceilings & penetrations			PS3
☐	Heating ventilation & air-conditioning (HVAC)			PS4
☐	Proprietary product installation			PS3
☐	Racking			PS4
☐	Seismic performance			PS4
☐				
☐				

* Refer to conditions of consent for type of producer statement and certification requirements