

# Lodgement checklist: commercial

Please provide 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 Department of Building and Housing publication "Guide to applying for a building consent" for a copy visit [www.dbh.govt.nz](http://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 1<sup>st</sup> 2012 the introduction of 'RBW' takes affect for residential dwellings and apartment buildings. It 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):** are the only people allowed to supervise or carry out 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](http://www.dbh.govt.nz)

**Applications supported by a producer statement (PS):** If an application is supported by a producer statement, the architectural plans must be counter-signed by the design specialist (i.e. engineer) confirming design details unless the drawings are provided by the specialist.

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](http://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 covers 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](http://www.watercare.co.nz)

**Vehicle crossing applications:** for vehicle crossing applications download an application form and apply direct to Auckland Transport (note independent charges will occur and street damage bond will be charged on your building consent fees where applicable) please refer to [www.aucklandtransport.govt.nz](http://www.aucklandtransport.govt.nz)

**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 Financial Assistance Package (FAP) scheme; you must lodge this application in person at 35 Graham Street, Auckland City.

| SITE ADDRESS                                                                                                                                                                                                                                                                                                                                             |                                                                                                                         |                                                                                             |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------|
| Property address                                                                                                                                                                                                                                                                                                                                         | <u>1334 Sandspit Road</u>                                                                                               |                                                                                             |
| DECLARATION                                                                                                                                                                                                                                                                                                                                              |                                                                                                                         |                                                                                             |
| <p>I/<u>We</u> confirm that all the information/documentation as indicated on this checklist is provided. If this Commercial Building Consent application includes a Solid Fuel Heater, Solar water heater/heat pump water heater or Pool / Spa pool <b>all relevant sections of this checklist must be completed</b> (please tick ✓ as applicable):</p> |                                                                                                                         |                                                                                             |
| <input type="checkbox"/> Solid Fuel Heater                                                                                                                                                                                                                                                                                                               | <input type="checkbox"/> Solar water heater/heat pump water heater                                                      | <input type="checkbox"/> Pool / Spa Pool                                                    |
| <p>This application addresses the following sections of the New Zealand Building Act 2004, please tick ✓ as applicable.</p>                                                                                                                                                                                                                              |                                                                                                                         |                                                                                             |
| <input type="checkbox"/> Section 71                                                                                                                                                                                                                                                                                                                      | <input type="checkbox"/> Section 75                                                                                     | <input type="checkbox"/> Section 112                                                        |
| <input type="checkbox"/> Section 115                                                                                                                                                                                                                                                                                                                     |                                                                                                                         |                                                                                             |
| Applicant/Agent/<br>Owner signature:                                                                                                                                                                                                                                                                                                                     | <div style="border: 1px solid black; padding: 5px; min-height: 40px;"> <u>Greg Jones</u><br/> <u>[Signature]</u> </div> |                                                                                             |
| Name:                                                                                                                                                                                                                                                                                                                                                    | <div style="border: 1px solid black; padding: 5px; min-height: 20px;"> <u>Greg</u> </div>                               |                                                                                             |
|                                                                                                                                                                                                                                                                                                                                                          | Date:                                                                                                                   | <div style="border: 1px solid black; padding: 5px; min-height: 20px;"> <u>6/6/12</u> </div> |

| GENERAL REQUIREMENTS                                              |    |     |                                                                                                                                                        |  |  |  |  |  |  | Entire section N/A <input type="checkbox"/>            |    |     |
|-------------------------------------------------------------------|----|-----|--------------------------------------------------------------------------------------------------------------------------------------------------------|--|--|--|--|--|--|--------------------------------------------------------|----|-----|
| Customer use<br>(Circle as appropriate)                           |    |     | Description                                                                                                                                            |  |  |  |  |  |  | Council use only                                       |    |     |
| Yes                                                               | No | N/A | Application form completed in full and signed?                                                                                                         |  |  |  |  |  |  | Yes                                                    | No | N/A |
| Yes                                                               | No | N/A | Application fee as per Auckland Council fee schedule                                                                                                   |  |  |  |  |  |  | Yes                                                    | No | N/A |
| Yes                                                               | No | N/A | Designer's memorandum (certificate of work) for restricted building work                                                                               |  |  |  |  |  |  | Yes                                                    | No | N/A |
| Yes                                                               | No | N/A | Is signage included as part of this application?                                                                                                       |  |  |  |  |  |  | Yes                                                    | No | N/A |
| Yes                                                               | No | N/A | Certificate of title (no older than 90 days) including all consent notices and encumbrances                                                            |  |  |  |  |  |  | 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 |
| SITE PLAN (SCALE 1:100 FOR URBAN AREAS AND 1:200 FOR RURAL AREAS) |    |     |                                                                                                                                                        |  |  |  |  |  |  | Entire section N/A <input type="checkbox"/>            |    |     |
| Yes                                                               | No | N/A | Legal description; Lot, DP and street address indicated?                                                                                               |  |  |  |  |  |  | Yes                                                    | No | N/A |
| Yes                                                               | No | N/A | North point indicated?                                                                                                                                 |  |  |  |  |  |  | Yes                                                    | No | N/A |
| Yes                                                               | No | N/A | Land contours or spot levels shown at maximum 1m increments; datum identified with levels indicated?                                                   |  |  |  |  |  |  | Yes                                                    | No | N/A |
| Yes                                                               | No | N/A | Site boundaries including bearings of boundaries / exclusive area boundaries for cross lease properties, common areas clearly shown.                   |  |  |  |  |  |  | Yes                                                    | No | N/A |
| Yes                                                               | No | N/A | All existing and proposed buildings clearly defined with dimensions from boundaries and other buildings (including notional boundaries if appropriate) |  |  |  |  |  |  | Yes                                                    | No | N/A |
| Yes                                                               | No | N/A | Location and dimensions of all signage indicated?                                                                                                      |  |  |  |  |  |  | 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 |
| FOUNDATION AND SUPERSTRUCTURE DESIGN (SCALE 1:100 OR 1:50)        |    |     |                                                                                                                                                        |  |  |  |  |  |  | Entire section N/A <input checked="" type="checkbox"/> |    |     |
| Yes                                                               | No | N/A | Producer Statement PS1 / PS2                                                                                                                           |  |  |  |  |  |  | Yes                                                    | No | N/A |
| Yes                                                               | No | N/A | Producer statement register checked to determine approval status of authors?                                                                           |  |  |  |  |  |  | Yes                                                    | No | N/A |
| Yes                                                               | No | N/A | Plans countersigned by engineer?                                                                                                                       |  |  |  |  |  |  | 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 | Are any ground anchors proposed?                                                                                                                       |  |  |  |  |  |  | Yes                                                    | No | N/A |
| Yes                                                               | No | N/A | Details of underpinning provided?                                                                                                                      |  |  |  |  |  |  | Yes                                                    | No | N/A |

| Customer use<br>(Circle as appropriate)                    |    |     | Description                                                                                                                      | Council use only   |    |                                     |
|------------------------------------------------------------|----|-----|----------------------------------------------------------------------------------------------------------------------------------|--------------------|----|-------------------------------------|
| <b>FLOOR PLAN (SCALE 1:100 OR 1:50)</b>                    |    |     |                                                                                                                                  | Entire section N/A |    | <input checked="" type="checkbox"/> |
| 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 | Joist layout for all levels shown?                                                                                               | Yes                | No | N/A                                 |
| Yes                                                        | No | N/A | Finished floor levels shown?                                                                                                     | Yes                | No | N/A                                 |
| Yes                                                        | No | N/A | Location of smoke alarms indicated on floor plan?                                                                                | Yes                | No | N/A                                 |
| <b>ELEVATIONS (SCALE 1:100 OR 1:50)</b>                    |    |     |                                                                                                                                  | Entire section N/A |    | <input checked="" type="checkbox"/> |
| Yes                                                        | No | N/A | Elevations for each external wall provided?                                                                                      | Yes                | No | N/A                                 |
| Yes                                                        | No | N/A | Existing and finished ground levels / floor levels indicated?                                                                    | Yes                | No | N/A                                 |
| Yes                                                        | No | N/A | Exterior stairs, handrails and decking shown?                                                                                    | Yes                | No | N/A                                 |
| Yes                                                        | No | N/A | Sub floor ventilation indicated?                                                                                                 | Yes                | No | N/A                                 |
| <b>CROSS-SECTIONS (SCALE 1:100 OR 1:50)</b>                |    |     |                                                                                                                                  | Entire section N/A |    | <input checked="" type="checkbox"/> |
| Yes                                                        | No | N/A | A minimum of two cross sections through the length and width of the building                                                     | 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 and proximity to services indicated?                                            | Yes                | No | N/A                                 |
| Yes                                                        | No | N/A | Wall and roof construction shown (size, height, timber treatment and grading)                                                    | Yes                | No | N/A                                 |
| Yes                                                        | No | N/A | Finished ground levels / floor levels, floor systems and roof system indicated                                                   | Yes                | No | N/A                                 |
| Yes                                                        | No | N/A | Wall/ceiling/floor cladding and insulation indicated and specifications provided                                                 | Yes                | No | N/A                                 |
| <b>ROOF PLAN + ROOF FRAMING PLAN (SCALE 1:100 OR 1:50)</b> |    |     |                                                                                                                                  | Entire section N/A |    | <input checked="" type="checkbox"/> |
| Yes                                                        | No | N/A | M/F producer statement for computer software, fabricator design statement and truss layout plan supplied and roof bracing plan?  | 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                                 |
| <b>PLUMBING (SCALE 1:100 OR 1:50)</b>                      |    |     |                                                                                                                                  | Entire section N/A |    | <input checked="" type="checkbox"/> |
| Yes                                                        | No | N/A | Plumbing layout and schematic showing wastes, venting water supply / backflow protection, pipe material and falls provided? HWC? | Yes                | No | N/A                                 |
| Yes                                                        | No | N/A | Building stormwater disposal design and calculations provided?                                                                   | 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 | Fixtures and number of proposed fixtures and fittings (including location of cleaner's sink) shown?                              | Yes                | No | N/A                                 |
| Yes                                                        | No | N/A | Specifications and details for wet areas (bathroom and laundry) provided?                                                        | Yes                | No | N/A                                 |
| <b>DRAINAGE (SCALE 1:100 OR 1:50)</b>                      |    |     |                                                                                                                                  | Entire section N/A |    | <input type="checkbox"/>            |
| Yes                                                        | No | N/A | Infrastructure capacity report (sanitary and/or stormwater) provided?                                                            | Yes                | No | N/A                                 |
| Yes                                                        | No | N/A | Existing and proposed sanitary sewer and stormwater drainage shown?                                                              | 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                                 |

| Customer use<br>(Circle as appropriate)        |    |     | Description                                                                                                                                     | Council use only   |    |                                     |
|------------------------------------------------|----|-----|-------------------------------------------------------------------------------------------------------------------------------------------------|--------------------|----|-------------------------------------|
| <b>BUILDING ENVELOPE (SCALE 1:100 OR 1:50)</b> |    |     |                                                                                                                                                 | Entire section N/A |    | <input checked="" type="checkbox"/> |
| Yes                                            | No | N/A | Building envelope (façade) design provided?                                                                                                     | Yes                | No | N/A                                 |
| Yes                                            | No | N/A | Producer Statement PS1 / PS2                                                                                                                    | Yes                | No | N/A                                 |
| Yes                                            | No | N/A | Producer statement register checked to determine approval status of authors?                                                                    | Yes                | No | N/A                                 |
| Yes                                            | No | N/A | Quality assurance programme (if re-clad)                                                                                                        | Yes                | No | N/A                                 |
| Yes                                            | No | N/A | Cross sections / details of all roof and wall junctions, eaves, balustrade, parapets, penetrations, control joints and sill/head/jamb flashings | Yes                | No | N/A                                 |
| Yes                                            | No | N/A | Appraisal certificates / manufacturer's specifications for all cladding systems                                                                 | Yes                | No | N/A                                 |
| <b>LIFTS</b>                                   |    |     |                                                                                                                                                 | Entire section N/A |    | <input checked="" type="checkbox"/> |
| Yes                                            | No | N/A | Manufacturer's specifications and lift design plans provided?                                                                                   | Yes                | No | N/A                                 |
| Yes                                            | No | N/A | Producer Statement PS1 / PS2                                                                                                                    | Yes                | No | N/A                                 |
| Yes                                            | No | N/A | Producer statement register checked to determine approval status of authors?                                                                    | Yes                | No | N/A                                 |
| <b>MECHANICAL SERVICES ENGINEERING</b>         |    |     |                                                                                                                                                 | Entire section N/A |    | <input checked="" type="checkbox"/> |
| Yes                                            | No | N/A | Engineering calculations provided for ventilation system(s)?                                                                                    | Yes                | No | N/A                                 |
| Yes                                            | No | N/A | Producer Statement PS1 / PS2                                                                                                                    | Yes                | No | N/A                                 |
| Yes                                            | No | N/A | Producer statement register checked to determine approval status of authors?                                                                    | 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                                 |
| <b>FIRE SAFETY ENGINEERING</b>                 |    |     |                                                                                                                                                 | Entire section N/A |    | <input checked="" type="checkbox"/> |
| Yes                                            | No | N/A | Is this an alternative solution? If yes, extra set of relevant plans are required to send to the NZFS DRU.                                      | Yes                | No | N/A                                 |
| Yes                                            | No | N/A | Fire report provided including calculations/computer modelling if relevant?                                                                     | Yes                | No | N/A                                 |
| Yes                                            | No | N/A | Fire safety precautions and other requirements shown on plans with the Fire engineer's name and signature?                                      | Yes                | No | N/A                                 |
| Yes                                            | No | N/A | Fire rating requirements indicated on elevations and x-sections as applicable?                                                                  | Yes                | No | N/A                                 |
| Yes                                            | No | N/A | Adequacy of water pressure for sprinkler system tested and certified?                                                                           | Yes                | No | N/A                                 |
| Yes                                            | No | N/A | Emergency lighting provided and shown on plans?                                                                                                 | Yes                | No | N/A                                 |
| Yes                                            | No | N/A | Producer Statement PS1 / PS2                                                                                                                    | Yes                | No | N/A                                 |
| Yes                                            | No | N/A | Producer statement register checked to determine approval status of authors?                                                                    | Yes                | No | N/A                                 |
| <b>ACOUSTICS</b>                               |    |     |                                                                                                                                                 | Entire section N/A |    | <input checked="" type="checkbox"/> |
| Yes                                            | No | N/A | Acoustic report from qualified professional stating requirements provided?                                                                      | Yes                | No | N/A                                 |
| Yes                                            | No | N/A | All acoustic details / requirements indicated on plans?                                                                                         | Yes                | No | N/A                                 |
| <b>ACCESSIBILITY</b>                           |    |     |                                                                                                                                                 | Entire section N/A |    | <input checked="" type="checkbox"/> |
| Yes                                            | No | N/A | Access and facilities for disabled persons provided in accordance with Building Act / Building Code requirements and shown on plans?            | Yes                | No | N/A                                 |
| Yes                                            | No | N/A | Car parking shown on site plan (number)                                                                                                         | Yes                | No | N/A                                 |
| Yes                                            | No | N/A | Accessible route                                                                                                                                | Yes                | No | N/A                                 |
| Yes                                            | No | N/A | Lifts                                                                                                                                           | Yes                | No | N/A                                 |
| Yes                                            | No | N/A | Accessible stairs                                                                                                                               | Yes                | No | N/A                                 |
| Yes                                            | No | N/A | Accessible toilets and showers                                                                                                                  | Yes                | No | N/A                                 |
| Yes                                            | No | N/A | Ramps (gradient)                                                                                                                                | Yes                | No | N/A                                 |
| Yes                                            | No | N/A | Building entrances                                                                                                                              | Yes                | No | N/A                                 |
| Yes                                            | No | N/A | Public counters (height)                                                                                                                        | Yes                | No | N/A                                 |
| Yes                                            | No | N/A | Laundrying                                                                                                                                      | Yes                | No | N/A                                 |
| Yes                                            | No | N/A | Food preparation                                                                                                                                | Yes                | No | N/A                                 |

| Customer use<br>(Circle as appropriate) |    |     | Description | Council use only |    |     |
|-----------------------------------------|----|-----|-------------|------------------|----|-----|
| Yes                                     | No | N/A | Signs       | Yes              | No | N/A |

| Customer use<br>(Circle as appropriate) |  |  | Description | Council use only |  |  |
|-----------------------------------------|--|--|-------------|------------------|--|--|
|-----------------------------------------|--|--|-------------|------------------|--|--|

|                                          |  |  |                    |                                     |  |  |
|------------------------------------------|--|--|--------------------|-------------------------------------|--|--|
| <b>PUBLIC SAFETY DURING CONSTRUCTION</b> |  |  | Entire section N/A | <input checked="" type="checkbox"/> |  |  |
|------------------------------------------|--|--|--------------------|-------------------------------------|--|--|

|     |    |     |                                                                      |     |    |     |
|-----|----|-----|----------------------------------------------------------------------|-----|----|-----|
| 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 an existing building? | Yes | No | N/A |
|-----|----|-----|----------------------------------------------------------------------------------------------------------|-----|----|-----|

|                             |  |  |                    |                                     |  |  |
|-----------------------------|--|--|--------------------|-------------------------------------|--|--|
| <b>HAZARDOUS SUBSTANCES</b> |  |  | Entire section N/A | <input checked="" type="checkbox"/> |  |  |
|-----------------------------|--|--|--------------------|-------------------------------------|--|--|

|     |    |     |                                                                  |     |    |     |
|-----|----|-----|------------------------------------------------------------------|-----|----|-----|
| 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 noxious organisms (HSNO) Act | Yes | No | N/A |
|-----|----|-----|----------------------------------------------------------------------------------------------------------|-----|----|-----|

|                      |  |  |                    |                                     |  |  |
|----------------------|--|--|--------------------|-------------------------------------|--|--|
| <b>FOOD PREMISES</b> |  |  | Entire section N/A | <input checked="" type="checkbox"/> |  |  |
|----------------------|--|--|--------------------|-------------------------------------|--|--|

|     |    |     |                                                                       |     |    |     |
|-----|----|-----|-----------------------------------------------------------------------|-----|----|-----|
| 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 |
|-----|----|-----|---------------------------------------|-----|----|-----|

|                            |  |  |                    |                                     |  |  |
|----------------------------|--|--|--------------------|-------------------------------------|--|--|
| <b>OTHER DOCUMENTATION</b> |  |  | Entire section N/A | <input checked="" type="checkbox"/> |  |  |
|----------------------------|--|--|--------------------|-------------------------------------|--|--|

|     |    |     |                                                        |     |    |     |
|-----|----|-----|--------------------------------------------------------|-----|----|-----|
| Yes | No | N/A | Energy efficiency (H1) report / calculations provided? | Yes | No | N/A |
|-----|----|-----|--------------------------------------------------------|-----|----|-----|

|     |    |     |                                                                                |     |    |     |
|-----|----|-----|--------------------------------------------------------------------------------|-----|----|-----|
| Yes | No | N/A | Soil and ground stability assessment checklist / geotechnical report provided? | Yes | No | N/A |
|-----|----|-----|--------------------------------------------------------------------------------|-----|----|-----|

|     |    |     |                                             |     |    |     |
|-----|----|-----|---------------------------------------------|-----|----|-----|
| Yes | No | N/A | Erosion and sediment control plan provided? | Yes | No | N/A |
|-----|----|-----|---------------------------------------------|-----|----|-----|

|     |    |     |                                                            |     |    |     |
|-----|----|-----|------------------------------------------------------------|-----|----|-----|
| Yes | No | N/A | Site contamination assessment checklist / report provided? | Yes | No | N/A |
|-----|----|-----|------------------------------------------------------------|-----|----|-----|

|     |    |     |                                                                             |     |    |     |
|-----|----|-----|-----------------------------------------------------------------------------|-----|----|-----|
| Yes | No | N/A | CCTV video / DVD and report provided for building over / near public sewer? | Yes | No | N/A |
|-----|----|-----|-----------------------------------------------------------------------------|-----|----|-----|

|     |    |     |                                                |     |    |     |
|-----|----|-----|------------------------------------------------|-----|----|-----|
| Yes | No | N/A | Neighbours approval for underpinning provided? | Yes | No | N/A |
|-----|----|-----|------------------------------------------------|-----|----|-----|

|     |    |     |                                                                      |     |    |     |
|-----|----|-----|----------------------------------------------------------------------|-----|----|-----|
| Yes | No | N/A | Neighbours approval for ground anchors and lease agreement provided? | 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 |
|-----|----|-----|---------------------------------------------|-----|----|-----|

|                             |  |  |                    |                                     |  |  |
|-----------------------------|--|--|--------------------|-------------------------------------|--|--|
| <b>PLANNING INFORMATION</b> |  |  | Entire section N/A | <input checked="" type="checkbox"/> |  |  |
|-----------------------------|--|--|--------------------|-------------------------------------|--|--|

|     |    |     |                                                                |     |    |     |
|-----|----|-----|----------------------------------------------------------------|-----|----|-----|
| 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 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? | Yes | No | N/A |
|-----|----|-----|-----------------------------------------------------------------------------------------------------------|-----|----|-----|

|                                             |  |  |                    |                                     |  |  |
|---------------------------------------------|--|--|--------------------|-------------------------------------|--|--|
| <b>SWIMMING / SPA POOL AND POOL FENCING</b> |  |  | Entire section N/A | <input checked="" type="checkbox"/> |  |  |
|---------------------------------------------|--|--|--------------------|-------------------------------------|--|--|

|     |    |     |                                                                                                                   |     |    |     |
|-----|----|-----|-------------------------------------------------------------------------------------------------------------------|-----|----|-----|
| Yes | No | N/A | <input type="checkbox"/> Swimming pool <input type="checkbox"/> Spa pool <input type="checkbox"/> Ornamental pool | Yes | No | N/A |
|-----|----|-----|-------------------------------------------------------------------------------------------------------------------|-----|----|-----|

|     |    |     |                                                                          |     |    |     |
|-----|----|-----|--------------------------------------------------------------------------|-----|----|-----|
| Yes | No | N/A | <input type="checkbox"/> In-ground <input type="checkbox"/> 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 | Engineers drawings / design details- | Yes | No | N/A |
|-----|----|-----|--------------------------------------|-----|----|-----|

| Customer use<br>(Circle as appropriate)   |    |     | Description                                                                                                                                                                                                                                                                                                                                                                                                                                            | Council use only                                       |    |     |
|-------------------------------------------|----|-----|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------|----|-----|
| Yes                                       | No | N/A | Plans signed and dated by engineer if supported by producer statement                                                                                                                                                                                                                                                                                                                                                                                  | Yes                                                    | No | N/A |
| Yes                                       | No | N/A | Location of proposed pool and pool fencing including any gates; gates to show opening projection                                                                                                                                                                                                                                                                                                                                                       | Yes                                                    | No | N/A |
| Yes                                       | No | N/A | Immediate pool area specified (i.e. pool isolated)                                                                                                                                                                                                                                                                                                                                                                                                     | Yes                                                    | No | N/A |
| Yes                                       | No | N/A | Fencing specification (materials, height) supplied                                                                                                                                                                                                                                                                                                                                                                                                     | Yes                                                    | No | N/A |
| Yes                                       | No | N/A | <b>If building is used as part of fencing:</b><br><input type="checkbox"/> Floor plan indicating location and opening projection of all doors opening into pool area<br><input type="checkbox"/> Construction details and type of self-closing / latching devices for all doors leading into pool area<br><input type="checkbox"/> Elevations of 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 | <b>If boundary fencing used as part of pool fencing:</b><br><input type="checkbox"/> Photos showing all intersecting fences note: no climbable intersecting fences, rails, etc permitted<br><input type="checkbox"/> Photos showing both sides of fence note: no climbable projections permitted within 1.2m of fence (i.e. trees, sheds, etc)<br><input type="checkbox"/> 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 |
| <b>SOLID FUEL HEATER APPLIANCE</b>        |    |     |                                                                                                                                                                                                                                                                                                                                                                                                                                                        | Entire section N/A <input checked="" type="checkbox"/> |    |     |
| Yes                                       | No | N/A | Location of solid fuel heating appliance identified?                                                                                                                                                                                                                                                                                                                                                                                                   | 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, only required if wetback installed?                                                                                                                                                                                                                                                                                                                                                                                    | Yes                                                    | No | N/A |
| Yes                                       | No | N/A | Cross section through building showing flue penetration through floor joists / fire protection (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 | Wetback details; details of valves and water supply pipes?                                                                                                                                                                                                                                                                                                                                                                                             | Yes                                                    | No | N/A |
| Yes                                       | No | N/A | Type and capacity of hot water cylinder<br>Note: HWC must be open vented low pressure system if wetback installed                                                                                                                                                                                                                                                                                                                                      | 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 | Roofing materials specified?<br>(Concrete, ceramic or slate tile or steel; asphalt, shingles; membrane)                                                                                                                                                                                                                                                                                                                                                | 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 |
|                                           |    |     | Authorisation number    ECAN          Nelson                                                                                                                                                                                                                                                                                                                                                                                                           |                                                        |    |     |
| Yes                                       | No | N/A | Second hand appliance: third party report on condition of appliance, third party must also confirm that the appliance complies with emission standards                                                                                                                                                                                                                                                                                                 | 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 |
| Yes                                       | No | N/A | Location of solid fuel heating appliance identified?                                                                                                                                                                                                                                                                                                                                                                                                   | Yes                                                    | No | N/A |
| <b>WATER HEATERS (SOLAR OR HEAT PUMP)</b> |    |     |                                                                                                                                                                                                                                                                                                                                                                                                                                                        | Entire section N/A <input type="checkbox"/>            |    |     |
| 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 |

| Customer use<br>(Circle as appropriate)                                                      |    |     | Description                                                                                | Council use only   |    |                                     |
|----------------------------------------------------------------------------------------------|----|-----|--------------------------------------------------------------------------------------------|--------------------|----|-------------------------------------|
| 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                                 |
| <b>DEMOLITION / REMOVAL / RELOCATION CHECKLIST (TO BE COMPLETED IF INCLUDED IN BUILDING)</b> |    |     |                                                                                            | Entire section N/A |    | <input checked="" type="checkbox"/> |
| Yes                                                                                          | No | N/A | Services capped and sealed inside boundary?                                                | Yes                | No | N/A                                 |
| Yes                                                                                          | No | N/A | All existing buildings and buildings to be demolished / removed shown?                     | Yes                | No | N/A                                 |
| Yes                                                                                          | No | N/A | Safety plan / 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 | Details/means of barricading the site to prevent public access provided?                   | Yes                | No | N/A                                 |
| Yes                                                                                          | No | N/A | Third party report for relocatable building?                                               | Yes                | No | N/A                                 |

#### COUNCIL USE

Consent number:

1012261

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:

LBP register checked: (please circle)

Yes

No

N/A

Designer only

Name of Lodgement Officer:

Overton

Signature:

da

Date:

19/6/12

Replacement of Septic tank required to be done urgently!

[illegible]

# On-site waste water processing checklist



Complete all sections if this is a stand-alone application. If this checklist is used as an attachment to another checklist, just record the building consent number in the first section, omit section two, but complete all other sections.

|                                   |                                                        |       |             |                       |   |   |                       |       |           |
|-----------------------------------|--------------------------------------------------------|-------|-------------|-----------------------|---|---|-----------------------|-------|-----------|
| Address:                          | 1334 Sandspit Road                                     |       | Consent N°: | 1012261               |   |   |                       |       |           |
| Processed by:                     | D Norton                                               |       | Date:       | 19/6/12               |   |   |                       |       |           |
| Description:                      | Replace existing Septic tanks (like for like) urgently |       |             |                       |   |   |                       |       |           |
| Exposure Zone                     | C                                                      | D     | Wind zone   | L                     | M | H | VH                    | EH    | SED       |
| Project complexity                | RES 1                                                  | RES 2 | RES 3       | Processors competency |   |   | RES 1                 | RES 2 | RES 3     |
|                                   | Level confirmed?                                       |       | Yes         |                       |   |   | Competency confirmed? |       | Yes       |
| Number of levels above / below GL | ABOVE                                                  |       | BELOW       | Purpose group         |   |   | SH                    | SR    | ANCILLARY |
| Type of application               | BUILDING                                               |       | AMENDS      |                       |   |   | OUTBUILDING           |       | Other     |

| Legislative requirements                                                                     | Decision                            |                          |                                     | Reasons for decision / comments                                                                                                                                                                                                                                                           |
|----------------------------------------------------------------------------------------------|-------------------------------------|--------------------------|-------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                                                                              | Yes                                 | RFI                      | N/A                                 |                                                                                                                                                                                                                                                                                           |
| <i>In this section we are asking if the following sections of the Act apply</i>              |                                     |                          |                                     |                                                                                                                                                                                                                                                                                           |
| S.72 Do hazards apply ( stability, flooding)                                                 | <input type="checkbox"/>            | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> Flood report<br><input type="checkbox"/> Geotechnical report                                                                                                                                                                                                     |
| S.75 Is the building on 2 or more allotments                                                 | <input type="checkbox"/>            | <input type="checkbox"/> | <input checked="" type="checkbox"/> | If yes, apply condition                                                                                                                                                                                                                                                                   |
| S.112 Does application involve alterations to an existing building                           | <input type="checkbox"/>            | <input type="checkbox"/> | <input checked="" type="checkbox"/> | If yes, complies with NZBC to same extent as before alts                                                                                                                                                                                                                                  |
| S.113 Is specified intended life <50 years                                                   | <input type="checkbox"/>            | <input type="checkbox"/> | <input checked="" type="checkbox"/> | If yes, apply condition                                                                                                                                                                                                                                                                   |
| S.115 Does application involve a change of use                                               | <input type="checkbox"/>            | <input type="checkbox"/> | <input checked="" type="checkbox"/> | Incorporates one or more household units where household units did not exist before                                                                                                                                                                                                       |
| S.53 Is \$ value of building work reasonable                                                 | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            |                                                                                                                                                                                                                                                                                           |
| Certificate of title current                                                                 | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            |                                                                                                                                                                                                                                                                                           |
| Siting                                                                                       |                                     |                          |                                     |                                                                                                                                                                                                                                                                                           |
|                                                                                              | Decision                            |                          |                                     | Reasons for decision / comments                                                                                                                                                                                                                                                           |
|                                                                                              | Yes                                 | RFI                      | N/A                                 |                                                                                                                                                                                                                                                                                           |
| <i>In this section we are asking if all items below have been shown on the plans</i>         |                                     |                          |                                     |                                                                                                                                                                                                                                                                                           |
| Boundaries, dimensions and north point                                                       | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            |                                                                                                                                                                                                                                                                                           |
| Location of any water sources                                                                | <input type="checkbox"/>            | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> Water courses / open drains<br><input type="checkbox"/> Overland flow path<br><input type="checkbox"/> Streams / ponds<br><input type="checkbox"/> Swampy areas<br><input type="checkbox"/> Groundwater bores / dams<br><input type="checkbox"/> Harbour / beach |
| Wastewater system including connections from building to wastewater treatment plant          | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            |                                                                                                                                                                                                                                                                                           |
| Private drainage                                                                             | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            |                                                                                                                                                                                                                                                                                           |
| Percentage of reserve area                                                                   | <input type="checkbox"/>            | <input type="checkbox"/> | <input checked="" type="checkbox"/> |                                                                                                                                                                                                                                                                                           |
| All existing and proposed buildings                                                          | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            |                                                                                                                                                                                                                                                                                           |
| Distances from wastewater system to buildings, boundaries and any of the above water sources | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            |                                                                                                                                                                                                                                                                                           |

| Wastewater system                      | Decision                            |                          |                                     | Reasons for decision / comments                                                                                               |
|----------------------------------------|-------------------------------------|--------------------------|-------------------------------------|-------------------------------------------------------------------------------------------------------------------------------|
|                                        | Yes                                 | RFI                      | N/A                                 |                                                                                                                               |
| Design of wastewater system            | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> SED<br><input checked="" type="checkbox"/> TP58                                                      |
| Design matches plans                   | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            |                                                                                                                               |
| Plan shows location of all accessories | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> Pumps<br><input type="checkbox"/> Filters<br><input type="checkbox"/> Drinker lines <i>Tank only</i> |
| PS1 / PS2                              | <input type="checkbox"/>            | <input type="checkbox"/> | <input checked="" type="checkbox"/> |                                                                                                                               |
| Agreement to provide PS3 / PS4         | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            | If yes, apply condition                                                                                                       |

| Floor plan                                                              | Decision                 |                          |                                     | Reasons for decision / comments |
|-------------------------------------------------------------------------|--------------------------|--------------------------|-------------------------------------|---------------------------------|
|                                                                         | Yes                      | RFI                      | N/A                                 |                                 |
| Floor plan for all buildings connected to the wastewater system         | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |                                 |
| All rooms and uses identified on plans i.e. bedroom, study, office, etc | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |                                 |
| Location of smoke alarms                                                | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |                                 |

| Assessment of environmental effects                            | Decision                 |                          |                                     | Reasons for decision / comments |
|----------------------------------------------------------------|--------------------------|--------------------------|-------------------------------------|---------------------------------|
|                                                                | Yes                      | RFI                      | N/A                                 |                                 |
| Assessment of environmental effects provided (TP58 Chapter 11) | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |                                 |

| Discharge consent             | Decision                 |                          |                                     | Reasons for decision / comments                        |
|-------------------------------|--------------------------|--------------------------|-------------------------------------|--------------------------------------------------------|
|                               | Yes                      | RFI                      | N/A                                 |                                                        |
| Is discharge consent required | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <i>Email from National Resources AC to confirm OK.</i> |

| Report linkage                                                                   | Decision                 |                          |                                     | Reasons for decision / comments |
|----------------------------------------------------------------------------------|--------------------------|--------------------------|-------------------------------------|---------------------------------|
|                                                                                  | Yes                      | RFI                      | N/A                                 |                                 |
| Does the wastewater engineer report link to other reports i.e. Geotechnical etc? | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |                                 |

| Requests for further information        | N/A                      | Yes                      | Reasons for decisions / comments                                                         |
|-----------------------------------------|--------------------------|--------------------------|------------------------------------------------------------------------------------------|
| Information requested                   | <input type="checkbox"/> | <input type="checkbox"/> | Date                                                                                     |
| Information requested                   | <input type="checkbox"/> | <input type="checkbox"/> | Date                                                                                     |
| First processing check completed        |                          | Yes                      | Complete this section <u>only</u> where RFI required and processing can not be completed |
| Processor's signature: <i>B. Norton</i> |                          |                          | Date <i>18/6/12</i>                                                                      |

| Second processing check completed | Yes | Reasons for decisions / comments |
|-----------------------------------|-----|----------------------------------|
| Processor's name:                 |     | Date                             |
| Comments:                         |     |                                  |

| Final check                               | N/A                      | Yes                                 | Final check                                | N/A                                 | Yes                                 |
|-------------------------------------------|--------------------------|-------------------------------------|--------------------------------------------|-------------------------------------|-------------------------------------|
| Requests for further information resolved | <input type="checkbox"/> | <input checked="" type="checkbox"/> | Discharge consent signed off               | <input checked="" type="checkbox"/> | <input type="checkbox"/>            |
| Document sets collated and stamped        | <input type="checkbox"/> | <input checked="" type="checkbox"/> | Geotechnical signed off                    | <input checked="" type="checkbox"/> | <input type="checkbox"/>            |
| Conditions completed                      | <input type="checkbox"/> | <input checked="" type="checkbox"/> | Supervision record signed off (processors) | <input checked="" type="checkbox"/> | <input type="checkbox"/>            |
| Agreement to provide PS 3 & 4             | <input type="checkbox"/> | <input checked="" type="checkbox"/> | Computer tasks completed                   | <input type="checkbox"/>            | <input checked="" type="checkbox"/> |
| Inspection requirements identified        | <input type="checkbox"/> | <input checked="" type="checkbox"/> | S.75 attached / lodged with LINZ           | <input checked="" type="checkbox"/> | <input type="checkbox"/>            |
| Plans signed by engineer                  | <input type="checkbox"/> | <input checked="" type="checkbox"/> | File handed onto admin / invoicing         | <input type="checkbox"/>            | <input checked="" type="checkbox"/> |

|                                                                                                                  |                   |                                                                                           |
|------------------------------------------------------------------------------------------------------------------|-------------------|-------------------------------------------------------------------------------------------|
| <b>Outcome</b>                                                                                                   |                   |                                                                                           |
| I confirm that the technical review of the building consent is completed and the building consent is ready to be |                   | (tick as applicable)<br><input type="checkbox"/> Granted <input type="checkbox"/> Refused |
| Name: <i>D. Norton</i>                                                                                           | Signed: <i>DN</i> | Date: <i>19/6/12</i>                                                                      |

|                                                                                         |      |    |
|-----------------------------------------------------------------------------------------|------|----|
| <b>Supervision</b> (this section only needs to be completed if supervision is required) |      |    |
| Application has been processed under my supervision                                     | Yes  | No |
| I agree with the decision reached                                                       | Yes  | No |
| Supervisor's name:                                                                      | Date |    |

\* *Note! This work is required to be completed urgently due to existing Septic tank failing and while there are few people staying in the motor camp due to winter.*

\* *The existing Septic tank is being replaced with an identical tank and components.*

\* *Tony Bullard, Team leader, "Natural Resources & Specialist Input" has advised by attached email that variation to existing Resource Consent is not required.*  
*DN.*

[illegible]