

Lodgement Checklist: Commercial

Please attach this checklist with your application

Guidance information

Documentation must cover all items identified in bold text in this lodgement checklist. If any of this information is not provided, the building consent application will be rejected.

The checklist is designed to ensure applicants know up front what information is required, please ensure you read it and answer all the applicable questions. Click [here](#) to submit your application online.

Standard of documentation

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

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

Drawings must be: -

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

Fire Emergency New Zealand (FENZ): Refer to the Fire Safety Systems table on the following page and Fire Protection Guide (AC1826 section 4) for the type of applications which require to be forwarded to FENZ for review. Click [here](#) for more information about the Fire Engineering Brief process and to view the Fire Protection Guide.

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 Engineer confirming design details, unless the drawings are provided by the Engineer who is on the Auckland Council Producer Statement Register. Click [here](#) for more information about Producer Statements.

Specified systems: If this application involves specified systems, the application form must list all systems, provide system design information (this means make, model and location for the specified system) and performance standards.

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

Water meter applications: for new water meter connections download an application form and apply direct to WaterCare (note independent charges will occur) please refer to www.watercare.co.nz or contact Veolia Water Limited (09) 295 0515 papakura.developments@veolia.com (for Papakura sites only).

Financial assistance package (FAP): Applications for a property claiming under the FAP scheme can be lodged online.

Vehicle crossing

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

Customer use		
Yes	N/A	
		New vehicle crossing
		Building within 1.0m of road corridor
		Existing vehicle crossing

Fire safety systems

The following table provides a brief overview of the processes involved with fire designs

Note: A fire report is required unless the building work does not include fire cells.

Acceptable solution C/AS2

All new building work must fully comply with NZBC

	Fire engineering brief (FEB) and meeting	Assessment of ex. Buildings MOE from fire	FENZ design review (Refer Gazette Notice No. 49 May 2012)	Approval
New buildings	N/A	N/A	N/A	Council regulatory review and/or PS1 from engineer listed on Auckland Council PS Register
Alterations to existing buildings	N/A	Yes	Only if design has more than a minor effect on a specified system relating to fire safety	
Change of Use that results in an alteration	N/A	Yes		

Verification method C/VM2

	Fire engineering brief (FEB) and meeting	Assessment of ex. Buildings MOE from fire	FENZ design review (Refer Gazette Notice No. 49 May 2012)	Approval
New buildings	Yes	N/A	Depending on FEB requirements	Council regulatory review and/or regulatory review by fire engineer listed on Auckland Council PS Register evidenced by PS2
Alterations to existing buildings	Yes	Yes	Only if design has more than a minor effect on a specified system relating to fire safety	
Change of Use that results in an alteration	Yes	Yes		

Alternative Solution

	Fire engineering brief (FEB) and meeting	Assessment of ex. Buildings MOE from fire	FENZ design review (Refer Gazette Notice No. 49 May 2012)	Approval
New buildings	Yes	N/A	Yes	Council regulatory review and/or PS1 from engineer listed on Auckland Council PS Register
Alterations to existing buildings	Yes	Yes	Yes	
Change of Use that results in an alteration	Yes	Yes	Yes	

Click [here](#) for more information about the Fire Engineering Brief process and to view the Fire Protection Guide.

Checklist items

General items

Entire section N/A

Customer use		Description	Council use only		
Yes	N/A		Yes	No	N/A
		Application form completed in full and signed			
		Application fee paid as per Auckland Council fee schedule			
		Project specifications to be complete, site specific and include relevant supporting documentation (installation details)			
		Building description is accurate and describes the work involved in the project			
		Full Record of Title (no older than 90 days) including all consent notices and encumbrances; sale and purchase agreement or lease agreement			
		Letter of authorisation from owner if application is submitted by an agent, company, trust or person other than the owner			
		Building within 2m of or over a Council drain and / or within 10m of a Watercare main trunk line requires Watercare Services Ltd (WSL) or other network utility operator (NUO) approval			
		Application made to or approval received from Watercare Services Ltd or other network utility operator to build over or near a drain or main trunk line. Application has been made Approval is attached			
		Bridging design and details to build over the drain			
		CCTV video / DVD and report provided for building over / near public stormwater drains			
		Neighbours approval for drainage provided (section 461 LGA)			
		Does the development involve or rely on work to public infrastructure? If so, has Engineering Planning Approval (EPA) been applied for / approved? Provide a copy of the EPA (stamped plans) for connections to public services – supply & drainage pipes. If not yet approved, provide the application number:			
		Lease, Tenancy agreements provided (includes Encroachment License if building in the road reserve or air space). Apply for Encroachment here if required Road encroachment licences or leases (at.govt.nz)			
		Copies of project-specific specifications – product technical literature, appraisals and design reports provided			

Amendments

Entire section N/A

Customer use		Description	Council use only		
Yes	N/A		Yes	No	N/A
		Has the original consent been issued? (If not, this change is considered a revision not an amendment).			
		Description of building work accurately summarise the changes			
		Plans clouded to show changes			

Site plan (scale 1:100 for urban and 1:200 for rural)

Entire section N/A

Customer use		Description	Council use only		
Yes	N/A		Yes	No	N/A
		Legal description including Lot, DP and street address, north point, land contours or spot levels with datum indicated; siting dimensions and details of all existing and proposed buildings (from boundaries and other buildings including notional boundaries if appropriate) and common areas			
		All existing and proposed sanitary drainage (including on-site treatment systems) indicated with distances to boundaries			
		All existing and proposed private and public drains including location of sumps and invert level at the critical locations, e.g. outfall/connection point			
		Retaining wall details (cut, fill, height of retained ground using spot levels)			
		Location and dimensions of all signage indicated			
		All buildings on site should be included on the site plan; or where relevant, the whole building rather than just part of the building where the building work is proposed. For cross-lease sites, it may mean providing plans for all the jointly owned cross-leases (not just the share of the cross-lease where the building work is located). For unit tilted properties, the whole building including land owned by the body corporate.			

Floor plan (scale 1:100 or 1:50)

Entire section N/A

Customer use		Description	Council use only		
Yes	N/A		Yes	No	N/A
		Existing and proposed layout and use			
		Internal / external stairs, handrails and flooring/decking shown			
		Finished floor levels shown			

Plans

Entire section N/A

Customer use		Description	Council use only		
Yes	N/A		Yes	No	N/A
		A minimum of two cross sections through the length and width of the building with finished ground levels and floor levels indicated. Note: Additional cross sections may be required at critical areas for compliance assessment			
		Cross-reference details on elevations to detail plan drawings, for example roof / wall junctions, eaves, balustrade, parapets, penetrations, control joints, window flashings and cladding clearances from finished ground, deck and roof			
		Foundation details, terraces, steps, balustrades indicated as to proximity to services			
		Floor, wall and roof construction details provided indicating size, height, timber treatment, grading, insulation, lining and cladding			
		Existing / finished ground and floor levels			

Planning information

Entire section N/A

Customer use		Description	Council use only		
Yes	N/A		Yes	No	N/A
		Copy of approved resource consent and conditions together with stamped plans if applicable			
		Location, dimension and gradient of car parking / manoeuvring / vehicle crossing shown on the plan			
		All areas of impermeable coverage, building and landscaping shown, and calculations provided			
		All streams and riparian margins shown on the plan			
		All trees protected by the District Plan (height, girth and drip line) shown			
		Height in relation to boundary controls shown at the critical points and with the maximum height control shown including relevant ground and floor levels			
		Area and volume of proposed earthworks			
		Details of any proposed signage			

B1 earthquake-prone building (EPB)

Entire section N/A

Customer use		Description	Council use only		
Yes	N/A		Yes	No	N/A
		Is this application for alterations / renovations to a building subject to an earthquake-prone building (EPB) notice? <i>If this has been ticked yes, click here to check the "substantial alteration trigger test"</i> <i>If the alteration is substantial, owner must include necessary seismic work as part of the application</i>			
		Is this application only for seismic strengthening works to a building subject to an earthquake-prone building (EPB) notice? <i>If this has been ticked yes, the minimum strengthening works to be done must be 34% NBS</i>			
		Is this application for a building which has not been assessed for seismic strength? <i>If this has been ticked yes and the building has been determined to have any of the following characteristics, email the seismic team (see below):</i>			
		- Open street facades at ground level			
		- Pre-1976 buildings, three or more storeys or 12 metres or greater in height above the lowest ground level, other than URM buildings			
		- Pre-1976 residential building having 2 or more storeys and 3 or more household units or pre-1976 hostels, boarding houses and other specialised accommodation 2 or more storeys high			
		- Other potential structural deficiencies or weaknesses with the building or part of the building, e.g. building with non-ductile columns			
		If any of the boxes above are ticked yes or you are uncertain whether the indicated works amounts to "substantial alterations" or considered as seismic works, please notify the seismic performance team via email at: EQBproject@aucklandcouncil.govt.nz			
		If an engineering assessment has been provided under the EPB methodology and the NBS rating >34%, then proceed with lodgement of the consent application. The assessment should be provided to the seismic team for review and updating records			

Structural engineering producer statements

Entire section N/A

Customer use		Description	Council use only		
Yes	N/A		Yes	No	N/A
		Agreement to provide producer statement construction, if applicable			
		Producer statements completed in full and signed (where provided) and author on Council's Producer Statement Author register			
		Plans signed and dated by engineer <u>or</u> structural drawings provided <u>or</u> schedule listing work covered if supported by producer statement			
		Construction monitoring levels identified on the PS1			

B1 structural design reports (scale 1:100 or 1:50)

Entire section N/A

Customer use		Description	Council use only		
Yes	N/A		Yes	No	N/A
		Barrier specific design – drawings and engineering calculations with producer statement			
		Soil and ground stability; geotechnical report and plans			
		Suspended ceiling seismic design report, calculations and PS1			
		Structural steel quality means or compliance report to NZS5131			

B1 foundation design (scale 1:100 or 1:50)

Entire section N/A

Customer use		Description	Council use only		
Yes	N/A		Yes	No	N/A
		Slab construction; concrete, steel reinforcing, slab thickening and control joints specified, detailed and dimensioned. If SED, e.g. rib-raft, provide engineers design.			
		Cross section of footing details including height in relation to ground levels shown			
		For excavation close to the boundary, and / or existing building, a construction methodology is required to demonstrate other property and / or existing building are adequately protected from the excavation			
		Details of underpinning / neighbour's approval provided			
		Proposed method of temporary support for excavation shown, i.e. soldier pile system			
		Details of ground anchors / neighbour's approval and sub-grade lease agreement			

B1 framing design (scale 1:100 or 1:50)

Entire section N/A

Customer use		Description	Council use only		
Yes	N/A		Yes	No	N/A
		Joist layout plan for all levels including joist size, centres, timber treatment and grading details for all floors and decks			
		Wall and roof framing and bracing plan (pitched roof) including fixing details			
		Structural engineer's drawings and specifications for fire ratings to primary and secondary elements			

C protection from fire

Entire section N/A

Customer use		Description	Council use only		
Yes	N/A		Yes	No	N/A
		Acceptable Solutions C/AS1 and/or C/AS2			
		Verification method (VM2) <u>or</u> Alternative Design Copy of stakeholder engagement including FENZ, Council and peer reviewer correspondence Fire engineering brief			
		Details of all passive fire protection measures including fire dampers and collars with supporting product technical data sheets			
		Details of all surface finishes			

Existing buildings s.112 and s.115

Entire section N/A

Customer use		Description	Council use only		
Yes	N/A		Yes	No	N/A
		Building Score Sheet in accordance with MBIE recommendation			
		Assessment report of as near as is reasonably practicable (s.112)			
		Relevant provisions of the Building Code for a change of use have been addressed (s.115)			

D1 accessibility

Entire section N/A

Customer use		Description	Council use only		
Yes	N/A		Yes	No	N/A
		Accessibility Report provided to address section s.118 of the building act, and Building Code clause D1. Show the requirements on plans New Existing			
		Accessible route, building entrances, car parking and signage New Existing			
		Accessible stairs, ramps and lifts New Existing			
		Accessible toilets, showers, laundering, kitchens and public counters New Existing			

D2 lifts, escalators and elevators

Entire section N/A

Customer use		Description	Council use only		
Yes	N/A		Yes	No	N/A
		Manufacturer's specifications and design plans, engineering calculations, PS1 or CodeMark			

E1 surface water

Entire section N/A

Customer use		Description	Council use only		
Yes	N/A		Yes	No	N/A
		General site drainage plans, location and size of rainwater heads, scuppers, internal gutters, spouting, and downpipes indicated			
		Erosion and sediment control plan; report and plans			
		Civil engineering plans, stormwater calculations or Infrastructure capacity report provided			
		Flooding and surface water (overland flow paths); reports and plans			

E1 surface water

Entire section N/A

Customer use		Description	Council use only		
Yes	N/A		Yes	No	N/A
		Details of decentralised stormwater disposal systems should be provided, e.g. detention tanks, pumps and location, size, volume and depth of excavations (if applicable), show design details and distances from buildings and boundaries on plans			
		Stormwater detention tank drawings if required. Detention / retention tank capacity report and calculations provided.			
		Stormwater on site disposal design and calculations. Soakage report provided and details show on plans.			

E2 external moisture

Entire section N/A

Customer use		Description	Council use only		
Yes	N/A		Yes	No	N/A
		Cladding system design summary and compliance methodology			
		Envelope Engineering Design (test reports, calculations and plans)			
		Producer Statement – PS1 / PS2 (External Envelope Engineer) Click here for Façade Guidance (AC1827)			
		Elevations for each external wall including cross references to construction details fully describing junctions and interfaces within and between all claddings			
		Detailing of all roof and wall junctions, kick-out / diverter flashings, saddle flashings, eaves, balustrades, parapets, penetrations, control joints, cladding clearances from ground, deck, and roof, joinery sill, head and jamb flashings			
		3D detailing of complex roof and deck edge / perimeter wall junctions			
		Cladding system technical specifications, installation instructions (all cladding systems) and maintenance requirements			
		Reclad applications only – quality assurance programme (provisional format)			
		Reclad applications only – Agreement to provide a quality assurance programme during construction (AC2329)			
		Retaining wall details (cut, fill, height of retained ground, tanking membrane and drainage) and height of wall indicated			
		Details of proposed exterior signage, louvres – durable fixing designed by Structural Engineer, penetration details if fixed through claddings			

E3 internal moisture

Entire section N/A

Customer use		Description	Council use only		
Yes	N/A		Yes	No	N/A
		Waterproofing details and lining finishes specified for wet areas Floors Walls			

F1 hazardous agents on site

Entire section N/A

Customer use		Description	Council use only		
Yes	N/A		Yes	No	N/A
		Site contamination report and plans			
		Hazardous agents or contamination site investigation report with remedial action details provided			

F2 hazardous building materials

Entire section N/A

Customer use		Description	Council use only		
Yes	N/A		Yes	No	N/A
		Glazing (windows, doors, façade), specifications and compliance standards, e.g. NZS 4223.3.2016			
		Cover sheet for glazed barriers to detail compliance method			
		Details of handling and storage of hazardous materials provide, e.g. asbestos report If identified, a management plan according to the Asbestos Regulations 2015			

F3 hazardous substances and processes

Entire section N/A

Customer use		Description	Council use only		
Yes	N/A		Yes	No	N/A
		Hazardous substances type, class and quantity			
		Test certifier report provided for compliance with Hazardous Substances and New Organisms (HSNO) Act			
		Details of HSNO Compliance Certifier, including name and certifier number (Test Certifier listed on the WorkSafe website)			

F4 safety from falling

Entire section N/A

Customer use		Description	Council use only		
Yes	N/A		Yes	No	N/A
		Calculations, plans and specifications provided			
		Balustrade compliance with B1 and B2 demonstrated			
		PS1 provided and signed off by engineer on Council Producer Statement Authors list			

F5 construction and demolition hazards

Entire section N/A

Customer use		Description	Council use only		
Yes	N/A		Yes	No	N/A
		Details and measures provided for public safety during construction			
		Will a Certificate for Public Use application be required for proposed work within the existing building? If yes, click here for more information			

Demolition, removal or relocation

Entire section N/A

Customer use		Description	Council use only		
Yes	N/A		Yes	No	N/A
		Services capped and sealed inside boundary			
		All existing buildings to be demolished or removed shown on site plan			
		Safety plan or report detailing safe handling and disposal of hazardous materials provided			
		Pollution prevention plan covering control of noise and dust provided			
		Protection measures for barricading the site to prevent public access			
		Third party report confirming suitability to relocate building if applicable			

F6 visibility in escape routes

Entire section N/A

Customer use		Description	Council use only		
Yes	N/A		Yes	No	N/A
		Design shows location and illumination of emergency lighting system including calculation and specification			
		PS1 provided and signed off by engineer on Council Producer Statement Authors list; plans and specifications provided for emergency lighting design			

F7 warning systems

Entire section N/A

Customer use		Description	Council use only		
Yes	N/A		Yes	No	N/A
		Warning systems location and the standards they are designed to are identified in the fire report			

F8 signs

Entire section N/A

Customer use		Description	Council use only		
Yes	N/A		Yes	No	N/A
		All signage, such as exit signs, directional signs and manual call points are identified in the fire report and/or architectural plans			
		Accessible signage is identified			
		Signs for hazardous substances and non-potable water outlets, or other signs required identified, as per applicable building code clauses or standards			

F9 means of restricting access to residential pools and pool specs

Entire section N/A

Customer use		Description	Council use only		
Yes	N/A		Yes	No	N/A
		Swimming pool Small heated pool			
		Pool specifications, i.e. type, brand, installation, etc.			
		Engineering calculations and producer statements provided for structural design elements (refer to engineering section)			
		Site plan with location of proposed pool and pool fencing including any gates; gates to show opening direction (refer also to site plan section) and any changes in ground levels			
		Immediate pool area specified, i.e. pool isolated			
		Manufacturer's specification for fencing			
		Plans to show details of fencing, i.e. materials, height, gate mechanisms (closing and latching devices) and latch heights specified			
		If building is used as part of fencing: Floor plan indicating location and opening direction of all doors opening into pool area Construction details and type of self-closing / latching devices for all doors opening into pool area Elevations including any windows opening into pool area and details of locking mechanisms, i.e. restrictors			
		If boundary fencing is used as part of pool fencing: Photos showing all intersecting fences. Note – no climbable intersecting fences, rails, etc. permitted Photos showing both sides of fence. Note – no climbable projections permitted within 1.2m of fence, i.e. trees, sheds, etc. Cross-section showing details of fencing (height, openings, materials, etc.)			

G1 personal hygiene

Entire section N/A

Customer use		Description	Council use only		
Yes	N/A		Yes	No	N/A
		Calculation for compliance with G1.3.1 for number of sanitary facilities provided			
		Sanitary facilities layout provided for the building			
		Accessible sanitary facilities are shown on the plans			

G2 laundering

Entire section N/A

Customer use		Description	Council use only		
Yes	N/A		Yes	No	N/A
		Plans and specifications provided to demonstrate: - Adequate activity space - Accessible facilities for camping grounds only (G2.3.4)			

G3 food preparation and prevention of contamination

Only housing, old people's home, early childhood centres, work camps & buildings for preparation, packaging or the storage of food.

Entire section N/A

Customer use		Description	Council use only		
Yes	N/A		Yes	No	N/A
		Plans and specifications provided to demonstrate: - Appliance / fixtures to storage, preparation, cooking and utensil washing - Internal lining and work surfaces impervious and easy clean floor coverings, walls and junctions - Exposed building elements located and shaped to avoid accumulation of dirt - Adequate activity space and accessible facilities for accessible buildings (note – camping grounds and accessible units in Communal Residential buildings – G3.3.5)			

G4 ventilation

Entire section N/A

Customer use		Description	Council use only		
Yes	N/A		Yes	No	N/A
		Engineering calculations provided for ventilation system(s) in building spaces including basements and commercial kitchen range hoods			
		All details shown on plans			
		Manufacturer's specifications			
		Natural ventilation Mechanical ventilation			
		PS1 provided and signed off by engineer on Council Producer Statement Authors list			

G5 interior environment

Entire section N/A

Customer use		Description	Council use only		
Yes	N/A		Yes	No	N/A
		Heating to a min. of 16 degrees to old people's home and early childhood centres			
		Habitable space has adequate and accessible space in old people's home			
		Building has assistive listening systems in theatres, cinemas, public halls, assembly spaces in old people's homes occupied by more than 20 people and in communal residential spaces (hotel, retirement village, work camp, hospitals, prisons) and communal non-residential spaces (clubroom, church, museum, college, university) occupied by more than 250 people			

G6 airborne and impact sound

Entire section N/A

Customer use		Description	Council use only		
Yes	N/A		Yes	No	N/A
		Acoustic design; design and plans			
		Acoustic report and plans applicable to walls and floor/ceiling assemblies between abutting occupancies for the protection of habitable spaces of household units			
		Acoustic report is provided and: - PS1 provided and signed off by engineer on Council Producer Statement Author list - Plans, specifications and calculations as applicable - Sound transmission class STC not less than 55 - Impact insulation class IIC not less than 55 for abutting floor/ceiling including decks in apartment buildings.			

G7 natural light

Natural light and awareness of the outside applies to housing including apartment buildings, old people's homes and early childhood centres.

Entire section N/A

Customer use		Description	Council use only		
Yes	N/A		Yes	No	N/A
		- Plans, specifications and modelling as applicable - Natural light provided through openings in the external walls to provide not less than 30 lux at floor level 75% of the standard year - PS1 for modelling carried out by a lighting engineer on Council's Producer Statement Author list - Awareness of the outside provided directly through openings in the external walls or through another space			

G8 artificial light

Artificial light is applicable to all buildings except outbuildings and ancillary buildings.

Entire section N/A

Customer use		Description	Council use only		
Yes	N/A		Yes	No	N/A
		- Minimum illuminance at floor level of 20 lux - Verification method to NZS 6703 - Lighting plans and specifications			

G9 electricity

Electrical installation in buildings must be safe for their intended use.

Entire section N/A

Customer use		Description	Council use only		
Yes	N/A		Yes	No	N/A
		- Plans and specifications provided and to appropriate standards and adopted by electrical safety regulations - Light switches, plug socket outlets are accessible in accessible buildings - Self-certification energy work under section 43 of the Building Act 2004			

G10 piped services

Applicable to reticulated piped services carrying hot, cold, flammable, corrosive, or toxic fluids in buildings. Those services must be constructed to provide adequate safety for people by ensuring piping systems are constructed to avoid leaks or damage, contamination, adverse interaction between services and contact. Pipe materials, size, welding, jointing, isolation valves, shut off systems, vent lines, corrosion controls.

System may include, but is not limited to, medical gases in hospitals, hot water heating systems, HVAC systems, gas pipes, chilled water pipes, etc.

Entire section N/A

Customer use		Description	Council use only		
Yes	N/A		Yes	No	N/A
		Compliance path: Acceptable solution for gas reticulation Verification method to AS/NZS 5601.1 appendix E Plans and specifications provided			
		PS1 provided and signed off by engineer on Council's Producer Statement Authors list			

G11 gas as an energy source

In buildings where gas is used as an energy source, the supply system shall be safe and adequate for its intended use.

Building consent is not required for energy work (gas). The design and construction of gas fitting can be certified by a gas fitter who will provide a Gas Certificate under section 43 of the Building Act 2004.

Entire section N/A

Customer use		Description	Council use only		
Yes	N/A		Yes	No	N/A
		Specifications (pipe materials and appliance installation details) for hazardous liquids (boiler and freezer pipes, flammable, toxic and corrosive liquid pipes) and gas pipes appliances.			
		Gas pipes and combustion appliances not located in prohibited areas – refer AS/NZS 5601.1			
		Clearances (window openings, drains, etc.)			

G12 water supplies

This clause requires buildings provided with water outlets, sanitary fixtures or sanitary appliances to have safe and adequate water supplies, including where hot water is necessary. It sets out requirements to avoid scalding, injury, leaks, contamination, illness and the prevention of legionella growth.

Entire section N/A

Customer use		Description	Council use only		
Yes	N/A		Yes	No	N/A
		Potable water supply – town supply connections or alternative source for domestic supply			
		Water supply / reticulation design and calculations for domestic supply including hot water and adequate flow rates			
		PS1 from Hydraulic Engineer on Council's Producer Statement Author list for water supply reticulation for mid-rise and high-rise buildings			
		Schematic plans showing location and adequate number of all fixtures and plumbing fittings – pipe sizes, gradients, vents and operating devices and valves			
		Backflow prevention devices, if required, to protect potable/town supply approximately specified for the contamination hazard			
		Manufacturer's specifications for detention tank, retention tank and storage tank if applicable			

Water heaters (solar or heat pump)

Entire section N/A

Customer use		Description	Council use only		
Yes	N/A		Yes	No	N/A
		Floor plans showing location and capacity of hot water cylinder			
		Solar panel frame connection and weatherproofing details including flashing details			
		At least two elevations provided to show position / inclination of solar panels			
		Manufacturer's specifications and technical data sheets provided			
		Engineering calculations / producer statements provided for structural design elements, taking into account the capacity of the supporting roof structure			

G13 foul water

Entire section N/A

Customer use		Description	Council use only		
Yes	N/A		Yes	No	N/A
		Drainage schematic on plans and specifications provided show discharge pipe materials, sizes, gradient, venting, ORG, and access points			
		PS1 from Hydraulic / Civil Engineer on Council's Producer Statement Author list for plumbing waste and sanitary sewer for mid-rise and high-rise buildings recommended			
		Infrastructure capacity report sanitary			
		On-site waste water disposal and TP58 report			
		Details of sewer disposal systems provided, e.g. septic tanks, pumps and effluent disposal including location, size, volume and depth of excavations if applicable			

G14 industrial liquid waste

Examples – trade premises in which industrial liquid waste or foul water is collected, generated, treated or disposed of such as restaurants, retail butcher, bakeries, dry cleaners, dental surgery, etc. These buildings must be provided with adequate spaces and facilities to discharge industrial waste safely, avoiding the likelihood of blockage, leakage or contamination.

Entire section N/A

Customer use		Description	Council use only		
Yes	N/A		Yes	No	N/A
		The types of trade waste and amount of discharge affect whether the trade is low risk or prohibited trade waste. Refer to the Trade Waste Bylaw 2013 at www.watercare.co.nz and confirm whether your project is: Low risk trade waste Prohibited trade waste N/A			
		Low risk trade waste requirements met - refer to Schedule 1 in the Trade Waste Bylaw 2013			
		Conditional trade waste agreement - refer to Schedule 3 in the Trade Waste Bylaw 2013			

G15 solid waste

Buildings with space and facilities for collection, safe holding and disposal of solid waste.

Entire section N/A

Customer use		Description	Council use only		
Yes	N/A		Yes	No	N/A
		Plans provided showing space for holding solid waste in the buildings			
		Calculation for sizing the space used for storing solid waste and the longest carry distance			
		Dedicated space, walls and floor should be easy clean and impermeable, adequately ventilated, provided with hose tap and graded floor, waste and vermin proof			
		Refuse chutes should be adequately sized, easy to clean and fireproofed			

H1 energy efficiency

This provision requires many buildings, such as housing and commercial buildings, to achieve an adequate degree of energy efficiency to modify temperature, humidity, ventilation, the provision of hot water, HVAC and artificial lighting.

Does not apply to assembly service buildings, industrial building, ancillary or out-buildings

Entire section N/A

Customer use		Description	Council use only		
Yes	N/A		Yes	No	N/A
		Energy efficiency (H1) report and calculations			

Council only

Other relevant consent numbers:

Building complexity: C1 C2 C3

Application accepted: Yes No, include reason(s) not accepted in the comments section below

Fire engineer (PS Register): Yes No N/A Council registration no:

Engineering NZ Register checked: Yes No N/A Chartered professional engineer no:

Name of Technical Co-ordinator: Date:

Contact with customer:

Reasons for decision/ comments: