

1. THE BUILDING *[Complete all applicable sections]*

Street address of building: *[If no street address – details of nearest intersection]*

Legal Description

Lot DP Valuation Number Section

Is the subdivision of an existing site involved? No Yes *(If yes, complete the following):* Resource Consent No. Proposed LOT No.

Building Name:

Location of building within site/block number: *[Include nearest street access]*

Number of levels: *[Above & below ground]* Level /Unit Number:

Year First Constructed: Floor area (m2): *[Indicate area affected by the building work]*

Building Description

Current, lawfully established, use as defined in the building code clause [A1 Classified uses](#): *[Add no. of occupants per level and per use if more than 1]*

Select if more than one Classified use. Please provide comment.

Number of occupants per level and per use (if more than 1)

2. APPLICATION *[Nominate as applicable]*

I request that you issue a (for the building work described in this application):

Project Information Memorandum (PIM)
 Project Information Memorandum (PIM) & Building Consent (BC)

Staging of building work – being staged of

State the reference number if this application involves a National Multiple Use Approval:

Building Consent – the existing PIM No. *[if applicable]* is:

Staging of building work – being staged of

State the reference number if this application involves a National Multiple Use Approval:

Amendment to an existing Building Consent – the existing BC No. is:

Name: Signature: Date:

3. THE PROJECT

Description of Building Work: *[Provide sufficient information below to enable scope of work to be fully understood]*

Current use of building (as defined by [Change the Use Regulations](#)):

Will the building work result in a change of use of the building? *[If Yes, provide details of the new use of the building]* Yes No

If yes, provide details:

Intended life of the building if less than 50 years: List Building Consents previously issued for this project (if any):

Estimated value of the building work on which the building levy will be calculated (including goods and services tax):
 \$ *[State estimated value as defined in [section 7](#) of the Building Act 2004]*

4. OWNER [In full as per proof of ownership]

Name of Owner:

Mailing address:

Street address / Registered address (if different from above):

Contact Number(s): Email address:

The following evidence of ownership is attached:
 Record of title Lease Agreement Agreement for Sale and Purchase Other document

5. AGENT [Only required if application is being made on behalf of the owner]

Name of Agent:

Mailing address:

Street address / Registered address (if different from above):

Contact Number(s): Email address:

Relationship to owner: [State details of the authorization from the owner to make the application on the owner's behalf]

First Point of Contact: [for communications with the Council / Building Consent Authority] Owner Agent

Billing (Payer) Details: Owner Agent Other (name and email):

6. RESTRICTED BUILDING WORK

Will the building work include any restricted building work? Yes No

If Yes, provide the following details of all licensed building practitioners who will be involved in carrying out or supervising the restricted building work (If these details are un-known at the time of the application, they must be supplied before the building work begins.):

Name	Licensing Class	Licensed Building Practitioner Number (or registration number if treated as being licensed under section 291 of the Building Act 2004)

7. PROJECT INFORMATION MEMORANDUM [Do not fill in this section if the application is for a building consent only]

The following matters are involved in the project: [Nominate the matters relevant to the project]

Subdivision

Alterations to land contours [e.g. digging out the site for a building platform]

New or altered connections to public utilities [e.g. Council sewer, storm water or water mains]

New or altered locations and/or external dimensions of buildings

New or altered access for vehicles

Building work over or adjacent to any road or public place

Disposal of stormwater and wastewater

Building work over any existing drains or sewers or in close proximity to wells or water mains

Other matters known to the applicant that may require authorisations from the Territorial Authority: [Specify]

8. BUILDING CONSENT

The building work will comply with the building code as follows:

Building Code Clause <i>Nominate relevant clauses</i>		Means of Compliance					Other <i>E.g. Codemark certification (see link to register for further information)</i>
		Acceptable Solution	Verification Method	Alternative Solution <i>Please complete Form AF AS</i>	Waiver/Modification <i>Please complete Form AF WM</i>		
	B1 Structure						
	B2 Durability						
	C1-6 Protection from fire						
	D1 Access routes						
	D2 Mechanical installation for access						
	E1 Surface water						
	E2 External moisture						
	E3 Internal moisture						
	F1 Hazardous agents on site						
	F2 Hazardous building materials						
	F3 Hazardous substances and processes						
	F4 Safety from falling						
	F5 Construction and demolition hazards						
	F6 Visibility in escape routes						
	F7 Warning systems						
	F8 Signs						
	F9 Restricting access to residential pools						
	G1 Personal hygiene						
	G2 Laundering						
	G3 Food preparation and prevention of contamination						
	G4 Ventilation						
	G5 Interior environment						
	G6 Airborne impact sound						
	G7 Natural light						
	G8 Artificial light						
	G9 Electricity						
	G10 Piped services						
	G11 Gas as an energy source						
	G12 Water supplies						
	G13 Foul water						
	G14 Industrial liquid waste						
	G15 Solid waste						
	H1 Energy efficiency						
	B1-H1 Back Country Hut						

9. COMPLIANCE SCHEDULE Building (Specified Systems, Change the Use, and Earthquake-prone Building) Regulations 2005

- The building work requires a new or altered compliance schedule - Complete Appendix A with building consent application
- The building work will not affect the existing compliance schedule
- There are no specified systems in the building

10. ATTACHMENTS

The following documents are attached to this application (All plans and specifications must meet the minimum requirements set out in the regulations or required by the building consent authority):

[Nominate as applicable]

- Plans and specifications (list) (or attach a list)
- Memoranda from licensed building practitioner(s) who carried out or supervised any design work that is restricted building work
- Project Information Memorandum Development contribution notice Certificate attached to Project Information Memorandum
- Other information relevant to this application: [Please specify]:
- Current Record of title provided

11. CONTACTS (involved in the project)

<table border="1" style="width: 100%; border-collapse: collapse;"> <tr><td colspan="2">Designer</td></tr> <tr><td>Name:</td><td><input style="width: 90%;" type="text"/></td></tr> <tr><td>Postal Address:</td><td><input style="width: 90%;" type="text"/></td></tr> <tr><td>Phone number:</td><td><input style="width: 90%;" type="text"/></td></tr> <tr><td>Email:</td><td><input style="width: 90%;" type="text"/></td></tr> </table>	Designer		Name:	<input style="width: 90%;" type="text"/>	Postal Address:	<input style="width: 90%;" type="text"/>	Phone number:	<input style="width: 90%;" type="text"/>	Email:	<input style="width: 90%;" type="text"/>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr><td colspan="2">Engineer</td></tr> <tr><td>Name:</td><td><input style="width: 90%;" type="text"/></td></tr> <tr><td>Postal Address:</td><td><input style="width: 90%;" type="text"/></td></tr> <tr><td>Phone number:</td><td><input style="width: 90%;" type="text"/></td></tr> <tr><td>Email:</td><td><input style="width: 90%;" type="text"/></td></tr> </table>	Engineer		Name:	<input style="width: 90%;" type="text"/>	Postal Address:	<input style="width: 90%;" type="text"/>	Phone number:	<input style="width: 90%;" type="text"/>	Email:	<input style="width: 90%;" type="text"/>
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APPENDIX A - LIST OF SPECIFIED SYSTEMS (Commercial / Industrial Building Consent)

Please note: Default reporting and maintenance procedures will be specified on the compliance schedule (these can be viewed on our website). If you intend to design and / or install specified systems a standard or means of compliance not listed below, please complete a SS Form for each system.	Status
1. Automatic systems for fire suppression (sprinkler systems) <input type="checkbox"/> Type 6 Automatic sprinkler system manual call points to NZS 4541:2020 <input type="checkbox"/> Type 7 Automatic sprinkler system with smoke detection and manual call points to NZS 4541:2020	
2. Automatic or manual emergency warning systems for fire or other dangers <input type="checkbox"/> Type 2 Manual alarm to NZS 4512:2021 <input type="checkbox"/> Type 3 Auto alarm activated by heat detectors & manual call points to NZS 4512:2021 <input type="checkbox"/> Type 4 Auto alarm activated by smoke detectors & manual call points to NZS 4512:2021 <input type="checkbox"/> Type 5 Auto alarm with modified smoke detection & manual call points to NZS 4512:2021 & F7/AS1	
3. Electromagnetic or automatic doors or windows	
3/1 Automatic Doors to <input type="checkbox"/> AS 5007:2007 or <input type="checkbox"/> NZS 4239:1993	
3/2 Access Controlled Doors	
<input type="checkbox"/> to NZS 4239:1993 <input type="checkbox"/> to COP for Electromechanical Controlled Locking Devices on egress doors	
3/3 Interfaced fire or smoke doors or windows to NZS 4520:2010	
4. Emergency lighting systems to AS/NZS 2293:2018 Part 1 & 3	
5. Escape route pressurisation systems to AS/NZS 1668.1:2015	
6. Riser mains to <input type="checkbox"/> NZS 4510:2022 or <input type="checkbox"/> NZS 4522:2010	
7. Automatic backflow preventers connected to a potable water supply to G12/AS1 2019 Sections 3.6.2 to 3.6.4	
8. Lifts, escalators, travellers, or other systems for moving people or goods	
<input type="checkbox"/> 8/1 Passenger-carrying lifts to <input type="checkbox"/> EN 81-20:2014 or <input type="checkbox"/> Schindler methodology - CodeMark	
<input type="checkbox"/> 8/2 Platform, Low Speed & Service Lifts to NZS 4334:2012	
<input type="checkbox"/> 8/3 Escalators and Moving Walks to <input type="checkbox"/> EN 115.1:2017	
9. Mechanical ventilation or air conditioning systems to <input type="checkbox"/> AS 1668.2:2012 or <input type="checkbox"/> AS/NZS 1668.01:2015	
10. Building maintenance units (access to the exterior and interior walls of a building) to BS 6037-1:2017	
11. Laboratory fume cupboards (ducted) to AS/NZS 2243.8:2014	
12. Audio loops or other assistive listening system to <input type="checkbox"/> NZS 4121:2001 Appendix H or <input type="checkbox"/> AS 60118.4:2007	
13. Smoke Control Systems	
13/1 Mechanical Smoke Control AS/NZS 1668.1:2015 Part 1	
13/2 Natural Smoke Control AS/NZS 1668.1:2015 Part 1	
13/3 Smoke Curtains to BS EN 12101 Part 1: 2005	
14. Emergency Power Systems for, or signs relating to, a specified system and any of specified systems 1-13	
14/1 Emergency power systems to NZS 6104:1981	
14/2 Signs to F8/AS1 2012	
15. Other fire safety systems or features (contains one or more specified systems 1-6, 9 and 13)	
15/1 Systems for communicating spoken information intended to facilitate evacuation NZS 4512:2010	
15/2 Final Exits to C/AS2 2020	
15/3 Fire Separations to C/AS2 2020	
15/4 Signs for communicating information intended to facilitate evacuation	
<input type="checkbox"/> SS 15/4 Signs not illuminated to F8/AS1 2017	
<input type="checkbox"/> SS 15/4 Signs Illuminated to F8/AS1 2017	
<input type="checkbox"/> SS 15/4 Photoluminescent signs and escape path marking to F8/AS1 2017	
15/5 Smoke separations to C/AS2 2020	
16. Cable cars to NZS 5270:2005	
SS <input type="checkbox"/> Specified Systems	
Other design, installation, reporting and / or maintenance procedure <i>(Complete SS Form for each system)</i>	