

**BULLER****DISTRICT COUNCIL**

www.bullerdc.govt.nz

P O Box 21, Westport
Phone: (03) 788 9111
Fax: (03) 788 8041P O Box 75, Reefton
Phone: (03) 732 8821
Fax: (03) 732 8822**PROJECT NO:**

Due Date:

THE APPLICATION**BUILDING CONSENT AND / OR
PROJECT INFORMATION MEMORANDUM
APPLICATION***This form may be used at any Mainland Building Consent Authority***DATE RECEIVED:**

- Project Information Memorandum only (PIM)
 Building Consent only
 Building Consent only for existing PIM No : _____ (attach copy)
 Building Consent AND Project Information Memorandum

THE BUILDING**Site/Location Address:** (or Rapid Number if applicable):**Current lawfully established use:****Legal Description:****Total Floor Area** (all floors included):Existing _____ m² New _____ m²**Valuation Roll Number:**

Number of levels:

Level/Unit No:

Building Name if applicable:

Approximate year building was first constructed:

THE PROJECT**Description of building work:**

Estimated Value
(incGST) _____**Intended life of the building:**

- Indefinite but not less than 50 years; OR
 Specified as _____ years

List Building Consent previously issued for this building if any: (ie is this project being constructed in stages? Is this consent for a relocated or transportable building?)

Will the work result in a Change of Use of the Building?

- Yes No

*(Refer to Building Regulations 2005 (Specified Systems, Change of Use and Earthquake-prone buildings)***If "Yes" provide details of the new intended use:****THE OWNER****Evidence of ownership attached:**

- Certificate of Title Lease Agreement
 Sale & Purchase Agreement Other

Owners Name:

Contact person:
(if owner is not an individual)

Mailing Address:

Street Address/Registered Office

E-mail address:

Day:

Mobile:

After hours:

Fax:

THE AGENTIf this section is completed, the **Agent** will be the first point of contact for communications with Council and will receive all correspondence **including all invoices and consent documents.**

Agent's Name

Contact person:

Mailing/Billing Address:

Street Address/Registered Office

E-mail address:

Day:

Mobile:

After hours:

Fax:

PHONE**PHONE**

REQUIRED ATTACHMENTS

Complete and attach ONE of the following checklists, and provide ALL of the information, and plans requested on that checklist:

Form BAM 002-R Residential work

Form BAM 002-I Commercial/Industrial work

ALL APPLICATIONS REQUIRE A MINIMUM OF 2 COPIES OF ALL PLANS AND SPECIFICATIONS.

One copy will be retained on Council's files and one will be returned to the owner or agent.

NOTE: Additional information may be requested during processing of the application.

KEY PERSONNEL

Name of Builder: Mailing Address: Email Address:	Phone Number:
	Registration Number:
Name of Craftsman Plumber: Mailing Address: Email Address:	Phone Number:
	Registration Number:
Name of Registered Drainlayer: Mailing Address: Email Address:	Phone Number:
	Registration Number:
Name of Registered Electrician: Mailing Address: Email Address:	Phone Number:
	Registration Number:
Name of Registered Gasfitter: Mailing Address: Email Address:	Phone Number:
	Registration Number:
Name of Architectural Designer: Mailing Address: Email Address:	Phone Number:
	Registration Number:
Name of Structural Engineer: Mailing Address: Email Address:	Phone Number:
	Registration Number:

SIGNATURE

Note: if Agent, state details of authorisation from owner to make application on owner's behalf.

Owner
 Agent

We require our plans and/or specifications to remain confidential

Signed by or for and on behalf of the Owner

Date

BUILDING CODE ASSESSMENT

Building Code Clause		Means of Compliance <i>(note that a project may include both Acceptable and Alternative solutions)</i>		
		Acceptable Solution	Alternative Solution <i>(details verifying compliance are required)</i>	Waiver/Modification required? <i>(Provide separate details for justification of acceptance if yes)</i>
B1	Structure			
B2	Durability			
C1	Outbreak of Fire			
C2	Means of Escape			
C3	Spread of Fire			
C4	Structural stability during fire			
D1	Access routes			
D2	Mechanical installations 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	Lighting for emergency			
F7	Warning systems			
F8	Signs			
G1	Personal hygiene			
G2	Laundering			
G3	Food Prep. & prevention of contamination			
G4	Ventilation			
G5	Interior environment			
G6	Airborne and 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 provisions			
Additional Notes:				

INTERNAL OFFICE USE ONLY

Application to also be assessed by:

Planning (RMA)
 Liquor Licensing (SOL)
 Food Hygiene (FHR)
 Fire Service

Certificate of Title Endorsement Required (DLR):

YES
 NO
 Relevant Legislation

Processing Costs – including counter time:

Date	Action Taken	Officer	Time	Cost
Total Processing Charges				

- Project Information Memorandum only (PIM)
 Building Consent only for existing PIM No
 Building Consent only
 Building Consent and PIM

RECEIVED	
Officer:	
Date received:	
Deposit paid:	
Receipt:	
Fire Service	
Historic Places Trust	
External Processing	
ISSUED	
Officer:	
Date:	
Invoice:	
RELEASED	
Officer:	
Receipt/Transaction:	
Payment Date:	

FEES AND CHARGES	
Administration Fee	
Processing Charges	
Inspections (Number _____)	
Compliance Schedule	
Code Compliance Certificate	
PIM	
Title Endorsement	
Fire Services Assessment	
Other _____	
SUBTOTAL	
BCA Levy	
DBH Levy \$1.97/\$1,000	
BRANZ Levy \$1/\$1,000	
SUBTOTAL	
LESS DEPOSIT PAID	
TOTAL	



Residential PIM / Building Consent

PROJECT NO:

Application Checklist

(BAM 002-R) (in conjunction with form BAM 002)

Project address:

Supplied	N/A	NB The following is required on application in sufficient detail to show compliance with all aspects of the District Plan and the New Zealand Building Code. Please complete this Checklist in FULL. Additional information may be requested during processing of the application.	Council
✓	✓	PIM	✓
		Application form COMPLETED & signed	
		DEPOSIT as applicable	
		Ownership Details: eg. Recent Certificate of Title / sale & purchase agreement / Lease Agreement / current Rates demand. A subdivision scheme plan is required for a new site where Title is not yet available.	
		Copies of drawings as specified in the cover sheet	
		Site Plan – showing:	
		– All new & existing buildings, swimming pools	–
		– Any heritage buildings / trees or archaeological site information known	–
		– Legal & notional boundaries (existing & proposed), easements, waterways, shared access ways / other areas with building setbacks dimensioned	–
		– Building & site areas (including floor areas (m ²) for all floors)	–
		– Vehicle access, crossing location, manoeuvre, and parking area	–
		– Street trees, poles, sumps, manholes, traffic islands outside the property	–
		– Any hard-standing (sealed or concrete) areas with proposed drainage	–
		– Landscaped areas required by District Plan indicated	–
		– Any significant trees on the site	–
		– Retaining walls	–
		– Fire rated walls, eaves	–
		– All activities on a site indicated	–
		– Proposed & existing site & floor levels	–
		– Existing & proposed contours, drive gradients and building heights (for hill or sloping sites)	–
		– Intentions for the disposal of stormwater & sewer	–
		– Storage location and capacity of Hazardous Substances (ie LPG, diesel, home heating oil etc)	–
		Outline Floor plans (for all floors)	
		Outline Elevations	
		Outline Cross Sections – (if required to show recession plane / daylight plane & height compliance)	

----- **STOP HERE IF THIS IS A PIM ONLY APPLICATION** -----

