

Private Bag 1, Leeston | Telephone (03) 324 5839 | Fax (03) 324 3531 | Web Site www.selwyn.govt.nz

THE BUILDING

(refer to your Rates Account for details)

1. Site Address: 24 Broad St
Southbridge. Street / Road

Rapid Number: _____
(Applies to Rural Properties Only)

2. Legal description: Lot 74a DP 44

(This could include all or any of the following:- Lot, DP, Section, Block, or Township, etc.)

Valuation Roll Number: 2417010200

NOTE:- ONLY COMPLETE ITEMS IN SHADED PANELS THAT ARE APPLICABLE TO YOUR PROJECT.

3. Building Name: _____
(Eg: Universities, etc where buildings have Official Names)

4. Location of Building within Site: _____
(Only Applicable to Sites such as Universities, Schools, etc)

5. Number of Levels: _____ 6. Level/Unit No: _____

7. Total Floor Area for New Work Only: _____ m²
Site coverage will be assessed by planning staff.

8. Current Lawfully Established Use: (Eg. Use on any Previous Consent for the existing building)

9. Year Building First Constructed: _____
(Only Applicable to Existing Buildings, Approximate Date is Acceptable Eg., 1920s or 1960-1970).

THE OWNER

10. Owner's Name: J & S B Philpott
(Company or organizational name)

11. Contact Person: _____
(If Owner is not an Individual)

12. Mailing Address: 24 Broad St
Southbridge

13. Street Address / Registered Office: _____

14. Phone Numbers: Mobile: 021 140 1986 J
021 047 1274 S
Daytime: 3242 465 After Hours: _____

15. Fax: N/A

16. Email: _____

17. Website: _____

18. The following evidence of ownership is attached to this application:

- ☐ Current Certificate of Title
☐ Current Sale and Purchase Agreement

AGENT / APPLICANT

(Contact Details MUST be in New Zealand)

19. Name of Agent: _____

20. Contact Person: _____

21. Mailing/Billing Address: _____

22. Street Address / Registered Office: _____

23. Phone Numbers: Mobile: _____
Daytime: _____ After Hours: _____

24. Fax: _____

25. Email: _____

26. Website: _____

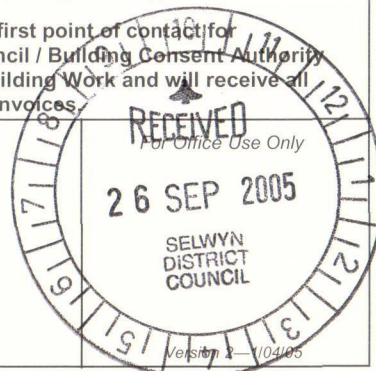
27. ☐ Authorisation from Owner Attached.
(Authorisation from the owner confirming authority)

28. Note: The Agent will be the first point of contact for communications with the Council / Building Consent Authority regarding this Application / Building Work and will receive all correspondence including all invoices.

APPLICATION

29. I Request that a:
- ☐ Project Information Memorandum Only (PIM)
 - ☐ Building Consent for PIM No: _____
 - ☒ Building Consent (including Project Information Memorandum)

be issued for the Building Work Described in this Application.



THE PROJECT

30. Type of Building Work: (eg dwelling, commercial, farm shed, garage, etc)

Southbridge Sewerage

33. Intended Life of the Building:

- ☐ Indefinite but not less than 50 years
☐ Or Specified as _____ years

31. Will the Building Work Result in a Change of Use of the Building: ☐ Yes ☐ No

32. If 'Yes', Provide Details of the New Intended Use:
(Eg domestic use, shop, implement shed, garage to bedroom)

34. List Building Consents Previously Issued for **This Building** (If Any): (ie., Is this project being constructed in stages?, Is this consent for a Relocated or Transportable Building?)

35. Estimated Value (Inc GST) \$ 2,000 - 00.
(ie., the estimated aggregate of the values of all goods and services to be supplied for the building work and includes GST).

PROJECT INFORMATION MEMORANDUM

(This Section must be completed if you are applying for a PIM. DO NOT Complete this section if the Application is for a Building Consent Only)

36. The following matters are involved in the project: (Tick appropriate boxes that apply to your project)

- | | |
|---|---|
| ☐ Subdivision | ☐ Alterations to land contours |
| ☐ New or altered connections to public utilities | ☐ New or altered locations and/or external dimensions of buildings |
| ☐ New or altered access for vehicles | ☐ Disposal of stormwater and wastewater |
| ☐ Building work over or adjacent to any road or public place | ☐ Other matters known to the applicant that may require authorisations from the Territorial Authority (Eg. Planning Approvals, other Licenses) |
| ☐ Building work over any existing drains or in close proximity to wells or water mains | |

(Specify): _____

The following documents are attached to this application:-

- ☐ Site Plan, Floor Plans, and Elevations of the proposed building.
☐ Application Fee of \$200.00. (Refer (a) on Back Page of this Form)

BUILDING CONSENT

(DO NOT Complete this section if the Application is for a Project Information Memorandum Only)

37. The following documents are attached to this application:-

- ☐ A Schedule of all the plans, specifications, and other documentation supplied with this application is attached.
☐ Two copies of Plans and Specifications for the Project. (NOTE:- THREE Copies will be required for Commercial Projects)
☐ Project Information Memorandum.
☐ Development Contribution Notice. (If Applicable)
☐ Certificate attached to Project Information Memorandum. (Resource Management Act)
☐ Specific arrangements for multiple or unusual Inspections documented.
☐ Application Deposit Fee of \$200.00. (Refer (b) on Back Page of this Form)

38. ☐ A Schedule as a separate document confirming the Building Work will comply with the Building Code set out as follows:

Clause
(list relevant Clause
numbers of Building Code)

Means of Compliance
(refer to relevant compliance document(s) or detail
of alternative solution in the plans and specification)

Waiver/Modification Required
(state nature of waiver or modification of
Building Code required)

NOTE:- ONLY COMPLETE ITEMS IN SHADED PANELS THAT ARE APPLICABLE TO YOUR PROJECT.

BUILDING CONSENT AUTHORITY BC CIRCULATION SHEET

OWNER: Philpott

CONSENT NO : 05/602

AGENT: _____

ON ACCOUNT : YES / NO

DEPARTMENT
SIGN OFFS

BUILDING
ON HOLD F.I.

BUILDING
FINAL SIGN OFF

PLANNING

BCA SIGNATORY
SIGNOFF

DATE REQUIRED _____

COMPLETED
SIGN & DATE

DEADLINE DATE: 25/10/05 Flannery 28/09/05 FORMALLY RECEIVED DATE: 26/9/05 Sumf 30/9/05

TYPE OF WORK: Sewer Connector - Domestic ALLOCATED TO: _____

INTENDED USE
(if changed from PIM): _____

PROCESS SIGN OFFS

PURPOSE GROUP: _____ FHC: _____ OCCUPANT LOAD: _____

APPLICATION	SIGN & DATE	FURTHER INFORMATION REQUESTED AT PREVIEW STAGE:-
LOCATION RECEIVED		
PREVIEWED BY	<u>Jenny 26-9-05</u>	
LOADED BY	<u>Lewis 28/9/05</u>	
DOES SITING MATCH PIM ISSUED YES / NO IF NO SETUP/CIRC AMENDED PIM		
THIS PROJECT REQUIRES A COMPLIANCE SCHEDULE YES / NO		
ATTACHMENTS (Specify): CCC Application Form		
BC COPIED/COMPILED BY		

COPY OF DOCUMENTS SENT TO OTHER AGENCIES FOR ASSESSMENT

AGENCY	ASSESSMENT OF:	DATE SENT	DATE RECEIVED	SIGN OFF
NZ FIRE SERVICE (WHERE IDENTIFIED IN PIM)				

BUILDING CONSENT COSTINGS

BC

051602

ADMINISTRATION

UNITS

RATE/UNIT

Processing Consent

Issue, photocopy & administer consent CCC 3 +

Mail 3 +

2

Inspection recording (Inspections x 3)

ADMINISTRATION UNITS SUB-TOTAL

X

\$4.50

PROCESSING

Processing Building Consent

2

Further Information

Other:

Sign Off / Audit Approval

2

PROCESSING UNITS SUB-TOTAL

X

\$6.75

ADMINISTRATION & PROCESSING SUB-TOTAL

\$

INSPECTIONS

TYPE

DETAIL

UNITS

1

70.01, 70.10, 70.11

2

110.01

3

4

5

6

7

8

9

10

11

12

13

Total

Inspections

X Travel Time

=

X

\$6.75

Inspections

X Distance

=

X

\$0.62

INSPECTIONS SUB-TOTAL

\$

BUILDING NOTES:

CONSULTANTS

PLANNING RECHECK

X

\$11.25

\$

(insert if applicable)

OTHER (List):

\$

\$

\$

WATER CONNECTION FEE

\$56-25

(insert if applicable)

C/T

P/S

OTHER (List):

\$

\$

\$

(insert if applicable)

LESS DEPOSIT \$

(180)

Building Consent Authority Charges

This consent will be granted when the invoiced costs are paid in full. Where any work fails to meet required standards a re-inspection of that work may be required. Costs associated with that re-inspection will be invoiced separately on a time and cost basis.

This building consent is granted under Section 51 of the Building Act 2004. This building consent does not relieve the owner of the building (or proposed building) of any duty or responsibility under any other Act relating to or affecting the building (or proposed building).

This building consent also does not permit the construction, alteration, demolition, or removal of the building (or proposed building) if that construction, alteration, demolition, or removal would be in breach of any other Act.

This Building consent is valid for 12 months from the date of granting.

Any amendment to this Approved Building Consent will require approval prior to the work being carried out. This will require a new Building Consent application to be made.

Booking Inspections

1. Advice to the Building Consent Authority, that the work will be ready for inspection at least 24 hours (1 working day) before that inspection is required, however this may not guarantee an inspection at the desired time if no inspection booking is available at that time. We recommend early scheduling of inspections to avoid project delays.
2. All inspections are to be booked by phoning 03 324 5848 between the hours of 8:30am and 5:00pm.
3. The complete set of Approved Building Consent documents (including stamped plans and specifications) **MUST** be available on site for the Officer carrying out the inspection. No inspection will be undertaken if the approved documentation is not available.

This building consent is granted subject to the conditions specified below.
Selwyn District Council Building Consent Authority Officers will carry out the following inspections:

☐ **Inspection 1**

NOTE:- All drainage work must be inspected prior to backfilling.

Inspection and testing of sanitary sewer.

Connection to sewer lateral.

Inspection following application for Code Compliance Certificate. (The cost of the Code Compliance Certificate is invoiced separately).

Compliance schedule

A compliance schedule is not required for this project.

Attachments

Code Compliance Certificate Application Form.



Signature

30/9/05

Date of Granting

Selwyn District Council Building Consent Authority Signatory

Position

On behalf of: Selwyn District Council

Issue Date: 30/09/05

Received with thanks by 1/01
SELWYN DISTRICT COUNCIL
26-09-05 11:15 *COPY COPY*425662
DR 999999
CAP CONT SOUTHBRIDGE SEW 4,950.00-
CASH SALES:-----
DR BC051602 BC 180.00-
J AND S PHILPOTT:-----
CR BNZ WELLINGTON
BANK OF NEW ZEALAND 5,130.00

Building Consent**051602****Section 51, Building Act 2004**

Street address of building: 24 BROAD STREET, SOUTHBRIDGE
Legal description: LOT 74A DP 44
Valuation number: 2417010200
Rapid number:
Building name:
Building location on site:
Level/unit number:

Name of Owner: J W & S B PHILPOTT

Applicant/Agent: J W & S B PHILPOTT
Contact person:
Mailing address: 24 BROAD STREET, SOUTHBRIDGE
Street address/registered office:
Phone number:
 Landline: 021 140 1986J
 Mobile: 3242465
 Daytime:
 After hours:
Facsimile number:
Email address:
Website:

The following building work is authorised by this building consent:

Description: SEWER CONNECTION - DOMESTIC
DRAINAGE CONNECTION TO NETWORK UTILITY
Intended Use: - SEWER.
Estimated Value: \$2,000

Check Sheet 2 - Misc.

Valuation File Checked:

Date: 28/09/05				BC No. 051602	
Clause	Non Compliant	Compliant	N/A	Means of compliance	Comments
HB New Zealand Building Code Handbook					
A1 Classified Use		✓			Sewer Connection
B1 Structure			✓		
Foundations					
Slab					
Slab Thickenings					
Load Bearing Walls					
framing					
Stud centres GL					
Stud centres L1					
Long Studs					
Cladding					
Lintels					
Bracing GL					
Bracing L1					
Support Beams					
Garage Lintel					
Trusses					
Roof Framing					
Roof Bracing					
Stairs & Balconies					
Floor Joists					
Solid fuel Heater					
Pile Floor					
B2 Durability			✓		
Durability applications					
Maintenance					
Generic materials					
Timber Treatments					
C1 Outbreak of Fire			✓		
Solid Fuel Heater (Heat Transfer)					
C2 Means of Escape			✓		
Escape Path Lengths					
C3 Spread of Fire			✓		

Check Sheet 2 - Misc.

Date: 28/09/05		BC No. 051602			
Clause	Non Compliant	Compliant	N/A	Means of compliance	Comments
Distance off boundary					
Building Height					
C4 Structural...			✓		
D1 Access Routes			✓		
Slip Resistance					
Stair					
Handrails					
Ramps					
D2 Mechanical...			✓		
E1 Surface Water			✓		
Minimum floor levels					
Down pipes					
Gutters					
Surface water runoff					
Protection from flooding					
E2 External Moisture			✓		
Watertightness risk factors					
Floors					
Cladding Systems					
Roofing systems					
E3 Internal Moisture			✓		
Prevention of fungal growth					
Overflow					
Water splash					
F1 Hazardous...			✓		
F2 Hazardous Building Materials			✓		
Glazing					
F3 Hazardous...			✓		
F4 Safety from Falling			✓		
Opening windows					

Check Sheet 2 - Misc.

Date: 28/09/05				BC No. 051602	
Clause	Non Compliant	Compliant	N/A	Means of compliance	Comments
F5 Construction			✓		
F6 Lighting...			✓		
F7 Warning Systems			✓		
Description					
Location					
F8 Signs			✓		
G1 Personal Hygiene			✓		
Number of sanitary fixtures					
Location					
G2 Laundering			✓		
Laundering Facilities					
G3 Food Preparation and Prevention of Contamination			✓		
Appliances & Facilities					
G4 Ventilation			✓		
Ventilation					
Ventilation rate					
G5 Interior Environment			✓		
Temperature control & Space					
G6 Airborne...			✓		
G7 Natural Light			✓		
Vertical window in external walls					
Awareness of outside environment					
Illuminance					
G8 Artificial Light			✓		
Illuminance					
G9 Electricity			✓		
Electrical installation					

Check Sheet 2 - Misc.

Date: 28/09/05				BC No. 051602	
Clause	Non Compliant	Compliant	N/A	Means of compliance	Comments
G10 Piped Services			✓		
G11 Gas as an Energy Source			✓		
G12 Water Supply			✓		
Water supply system					
requirements for hot water system					
Water tightness					
Equipotential bonding					
G13 Foul Water		✓		AS2	
Gully traps					
pipe materials					
Support & Thermal movement					
Water tightness					
Discharge pipes					
Sanitary plumbing					
Vent pipes					
Pipe gradient					
Water traps					
Bedding & backfill					
Drains under buildings					
G14 Industrial			✓		
G15 Solid Waste			✓		
H1 Energy Efficiency			✓		
Control of heat flow					
Thermal envelope					Walls R: Ceiling R: Floor R:
Hot water system					

Project Information Memorandum
051602
Section 34, Building Act 2004
Application

 Owner: J W & S B PHILPOTT
 J W & S B PHILPOTT
 24 BROAD STREET
 SOUTHBRIDGE

 No. 051602
 Issue date 30/09/05
 Formally Received Date 26/09/05

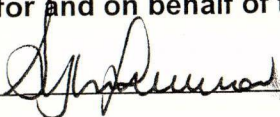
Project

Description	Other Construction eg signs, pergolas Being Stage 1 of an intended 1 Stage SEWER CONNECTION - DOMESTIC
Intended Life	Indefinite, but not less than 50 years
Intended Use	Drainage Connection To Network Utility - Sewer
Estimated Value	\$2,000
Location	24 BROAD STREET, SOUTHBRIDGE
Legal Description	LOT 74A DP 44
Valuation No.	2417010200

Building work can proceed following approvals being obtained from the agencies identified in this project information memorandum.

Signed for and on behalf of the Council:

Name:



Date: 30/9/05

Building Department Comments

Building Control Officer: - Claudine Lormans

Site Constraints

The following design criteria are indicated as being acceptable on and around the proposed construction site.

Earthquake Zone	:	C (as per NZS3604)
Snow Load (Sg)	:	0.35 kPa
Site Wind Speed	:	44 m/sec High
Altitude	:	20 m (amsl)
Corrosion	:	1 (as per NZS3604)

Special Land Features

Ground bearing capacity on this site should meet the requirements of the NZ Building Code Section B1 without a subsoil investigation being carried out.

This site is located in an area known to have a high ground water table.

Other Information

Site is located within the Southbridge Township Well Protection Zone.

Assets Department Comments

Sewer – Council sewage scheme is available to this site.
- Capital contribution is \$4950.00.

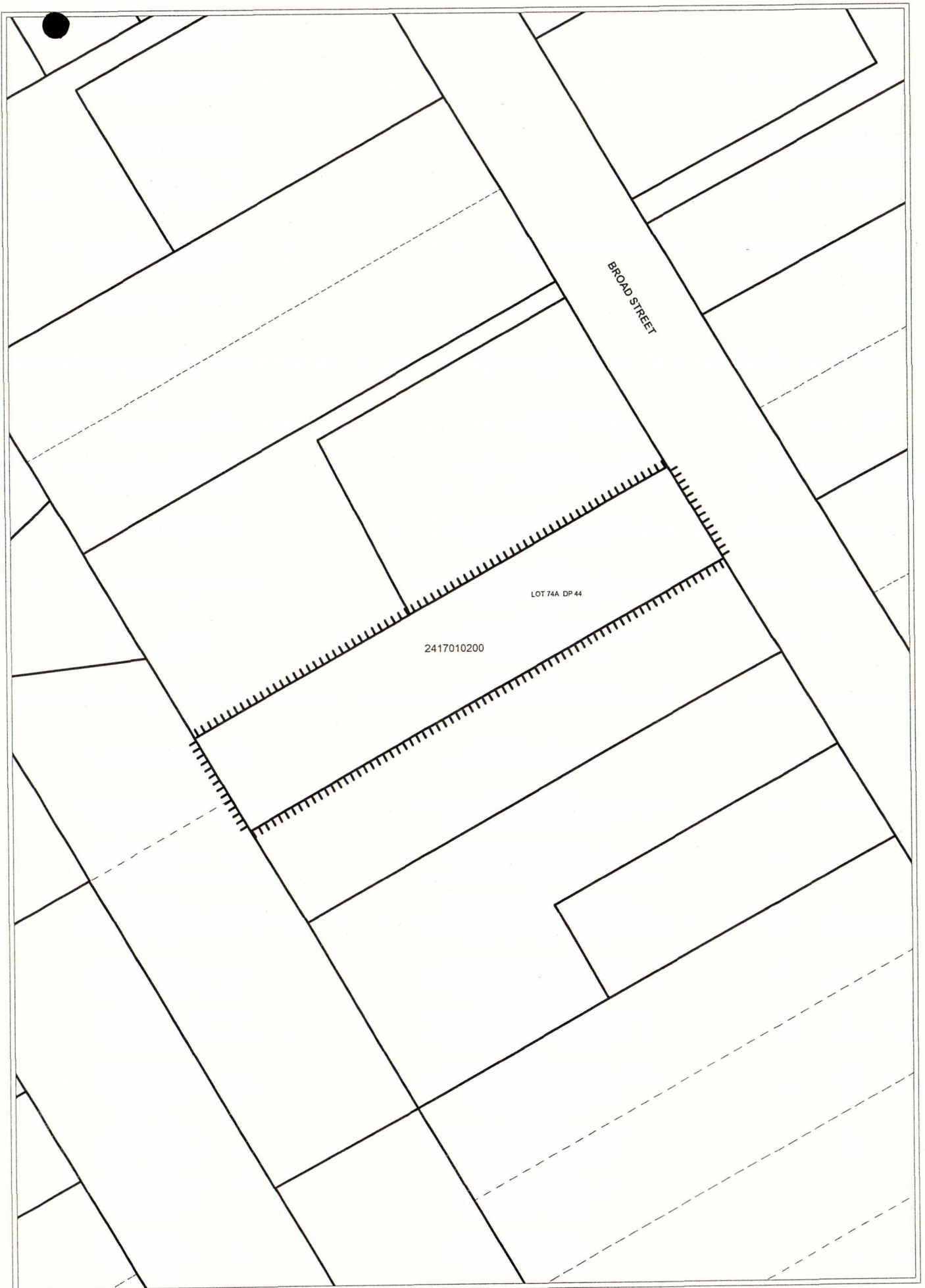
Connection to sewer (abandoning septic tank system).

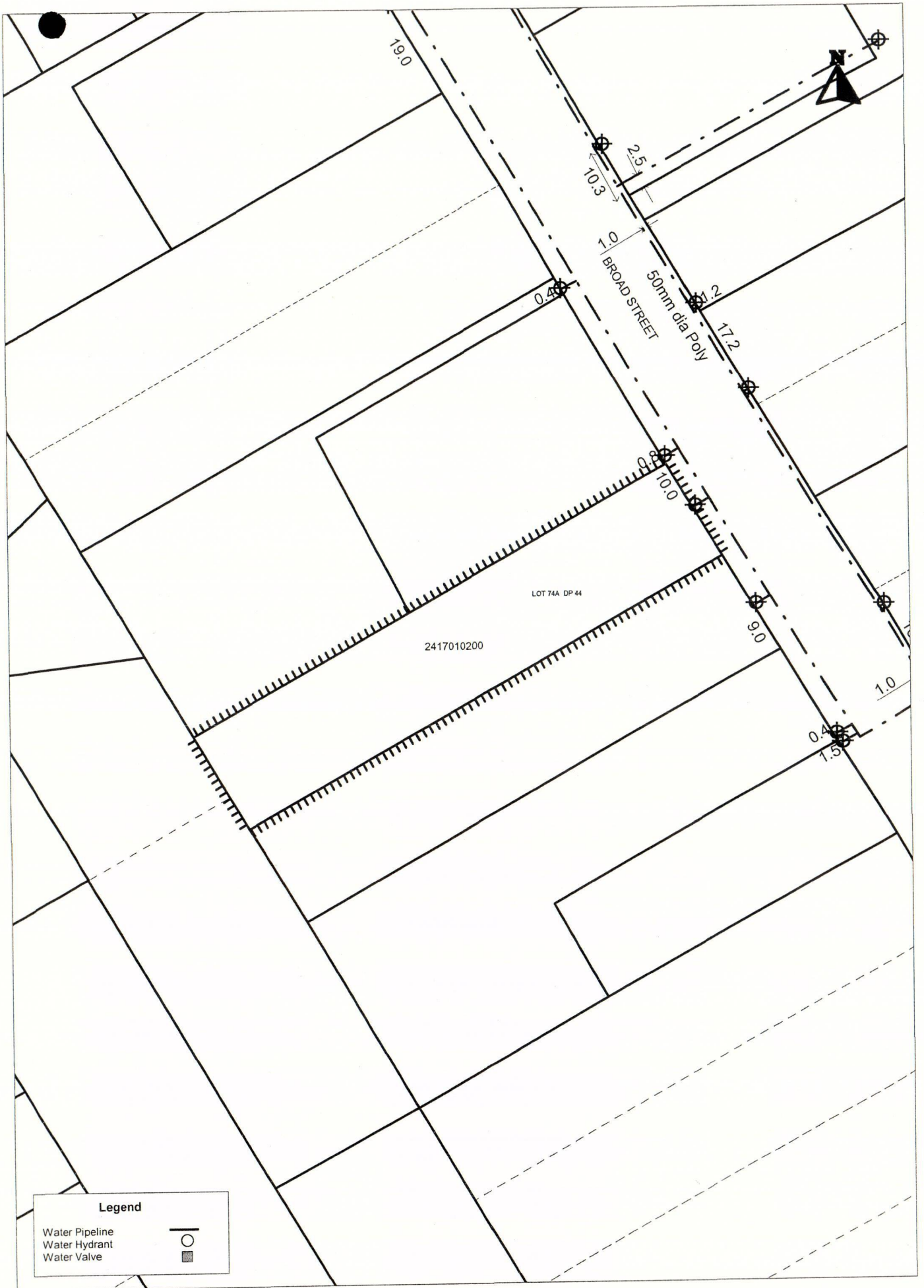
Well pointing must be used when laying any drains below groundwater level to avoid any groundwater entering the sewer system. Your Drainlayer will need to carry out a water test on any drains that you wish to retain as part of the completed sewerage system. This test is to be under the supervision of the inspector. The septic tank is to be emptied by a registered septic tank desludging contractor and a hole punched in the bottom and the tank filled with hardfill.

To arrange for the testing of the drains that are to be retained and the inspection of the completed connection contact Graeme Wild on either phone 03 324 8080 or 0274 479 252.

Hazards – High water table may be experienced from time to time.

All costs associated with the reinstatement of berms, footpaths and other street furniture and carriageways associated with the installation of sewer and water laterals shall all be at the applicants cost or reinstated fully by the applicant. The reinstatement work must meet the satisfaction of the Selwyn District Council.







Selwyn
DISTRICT COUNCIL

Re your Building Consent BC.....

The final inspection was carried out on

Please now forward the application for Code Compliance Certificate which was included with your Building Consent when issued.

The new Building Act (2004) requires the completed application form to be lodged in every case. Upon receipt and following checking we can issue the CCC.

Thankyou in anticipation for your prompt response.



HIGH STREET, LEESTON
PRIVATE BAG 1, LEESTON
PH: (03) 324-8080 FAX: (03) 324-3531

J W & S B PHILPOTT
24 BROAD STREET
SOUTHBRIDGE

GST Number: 53-113-451
Invoice Date: 30/09/05
Customer No: BC051602

Tax Invoice 20519

Quantity	Description	Rate	Amount
	051602 : 24 BROAD STREET, SOUTHBRIDGE SEWER CONNECTION - DOMESTIC Owner: J W & S B PHILPOTT		
	ADMINISTRATION/PROCESSING/ISSUE FEE		125.00 *
	INSPECTIONS (INCL. TRAVEL)		55.00 *
			\$180.00
	(* Incl GST \$20.00)		
	Cash Received		180.00CR

Total incl. GST 0.00

Once we have received the balance of the fees owing on this
consent, it may then be uplifted or mailed as requested.
Building consent is not valid until fees are paid in full.

(Please detach and return this portion with your payment)

REMITTANCE ADVICE

J W & S B PHILPOTT
24 BROAD STREET
SOUTHBRIDGE

Customer No.: BC051602
Invoice No.: 20519
Total Due: 0.00

Amount Enclosed:

SERVICE
CENTRES:

LEESTON
HIGH STREET, LEESTON
PH: (03) 324-8080

DARFIELD
SOUTH TERRACE, DARFIELD
PH: (03) 318-8338

LINCOLN
GERALD STREET, LINCOLN
PH: (03) 325-3288

ROLLESTON COMMUNITY CENTRE
ROLLESTON DRIVE, ROLLESTON
PH: (03) 347-9669

TERRITORIAL AUTHORITY PIM CIRCULATION SHEET

OWNER: Philbert CONSENT NO: 05/602

AGENT: _____ ON ACCOUNT: YES / NO

DEPARTMENT
SIGN OFFS

BUILDING

PLANNING

ASSETS

DATE REQUIRED 1/10/05 _____ 29/9/05

COMPLETED
SIGN & DATE Thomas 28/09/05 _____ LM 27/9 27/9

PIM DUE FOR ISSUE BY: 25/10/05 FILE LOCATION/NAME: G:\CONSENTS\ 2

TYPE OF WORK: Sewer Connection - Domestic PIM FEE PAID: \$180 -

SITE LOADINGS:- EQ: C SNOW: 0.35 WIND: H ALT: 20m CORO: 1

PROCESS SIGN OFFS

APPLICATION	SIGN & DATE
PREVIEWED BY	<u>Jenny 26.9.05</u>
LOADED BY	<u>Jenny 28/9/05</u>
HISTORIC PLACES TRUST NOTIFIED	
ENVIRONMENT CANTERBURY CONTAMINATION INFORMATION PROVIDED	
COPY OF PIM TO BE SENT TO FOOD & HEALTH YES / NO	<u>Claudine 28/09/05</u>
COPY OF PIM TO BE SENT TO ORION YES / NO	<u>Claudine 28/09/05</u>
PIM SENT OUT WITH ALL ATTACHMENTS BY	

ATTACHMENTS

PROPERTY MAP	☒
WATER MAP	☒
PIPED STORMWATER MAP	☒
SEWER MAP	☒
EXISTING / AS BUILT DRAINAGE PLAN	<u>none</u>
RM CERTIFICATE	
DEVELOPMENT CONTRIBUTION NOTICE	
OTHER (specify): Water Connection Form	

ASSETS

Sewer	Stormwater	Hazards	Water	Entrances	Entrances
☒ EN01	EN10	☒ EN20	EN30	EN40	EN47
EN02	EN11	EN21	EN31	EN41	EN48
EN03	EN12	EN22	EN32	EN42	EN49
EN04	EN13	EN23	EN33	EN43	EN50
EN05	EN14	EN24	EN34	EN44	EN51
EN06	EN15		EN35	EN45	☒ EN52
☒ EN07	EN16		EN36	EN46	
☒ EN08				EN46a	

Comments:-

CLP
\$ 4,750

SELWYN DISTRICT COUNCIL**APPLICATION ONLY FOR SEWAGE CONNECTION TO COUNCIL'S SEWER**

I hereby apply for permission to connect to the Southbridge township sewer system.
The drainage to the sewer shall comply with the New Zealand Building Code 1992 and installation to
Council Main shall comply with Selwyn District Council's sewer lateral standard.

PROPERTY OWNER: Jamie & Sue Philpott

ADDRESS OF PROPERTY OWNER: 24 Broad St
Southbridge

ADDRESS OF PROPERTY: As Above

Telephone (hm): 03 3242 465 Telephone (wk):

Building Consent Number: 051602

LOT 74a DP 44 Valuation No 2417010200

(This information can be obtained from your Rates Demand)

FEE STRUCTURE FOR SEWER CONNECTION AND BUILDING CONSENT: (Please tick where appropriate)

Rolleston	\$185.85	☐	Springston	\$185.85	☐	Southbridge	\$180.00	☒
Tai Tapu	\$185.85	☐	Prebbleton	\$202.50	☐			

Registered Drainlayer: Mr. Tuffnell Phone:

Note: No installation can proceed until the application has been approved

SIGNATURE OF OWNER [Signature] DATE: 26.9.05

FOR COUNCIL USE ONLY:

Application approved [Signature] Date 28/09/05

Installation checked by: Date

Entered onto rates by: Date

CONNECTION TO SEWER – SOUTHBRIDGE

Your drain layer will need to carry out a water test on any drains that are to be retained as part of the completed sewer connection. The water tightness of the drains must be to the approval of the inspector.

A plan of the proposed drainage design which also shows gradients must be submitted with the consent form.

The septic tank will need to be emptied by a registered septic tank desludging contractor and a hole punched in the bottom of the tank base and the septic tank filled with hard fill.

To arrange for the test of the drains that are to be retained and the inspection of the completed connection contact Graeme Wild on 3242093, 3242035 or 0274479252.

G Thomas

051602

COMPLIANCE SCHEDULE

(DO NOT Complete this section if the Application is for a Project Information Memorandum Only)

39. ☐ The specified systems for the building are as follows:
- _____
- _____
40. ☐ The following specified systems are being altered, added to, or removed in the course of the building work (Specify):
- _____
- _____
41. ☐ There are no specified items in the building.

SIGNATORY

Signed by or for and on behalf of the Owner/Applicant



Owner



or Agent/Applicant

Date: 26.9.05

Note: if acting "for and on behalf", please read the following declaration before signing:- "I hereby declare that I am authorised to act as Agent of the Applicant".

NOTES BY APPLICANT

Other notes or comments which you as the applicant may wish to add

NOTE:- ONLY COMPLETE ITEMS IN SHADED PANELS THAT ARE APPLICABLE TO YOUR PROJECT.

APPLICATION INFORMATION

(a) Project Information Memorandum (PIM)

A Project Information Memorandum will be issued within a maximum allowable time of 20 working days provided all the information required has been supplied. Insufficient information will result in your application being returned.

A fixed fee of \$200.00 is required to accompany your PIM application.

(b) Building Consent (BC)

A Building Consent will be processed within a maximum allowable time of 20 working days provided all the information required has been supplied. Processing time is stopped whenever further information is required and starts again when the information is received.

A deposit fee of \$200.00 is required to begin processing your application.

Once the building consent has been processed, you will receive notification which will include where appropriate an invoice for the balance of the fees payable.

Once the fees are paid in full your Building Consent will be granted.

(c) Combined Project Information Memorandum & Building Consent Applications

Applications for a combined PIM / BC will only be accepted when sufficient information is provided to permit the Building Consent to be processed. If insufficient information is provided the application will be returned. Combined applications must be accompanied by a deposit of \$400.00.

INSPECTIONS

A minimum of 48 hours notice of commencement of the building work is required to be given to the Building Consent Authority.

During the process of construction, inspections will be necessary to confirm all work complies. The Building Consent Authority requires at least 1 working days notice prior to inspection. However this notification will not guarantee an inspection will be available at the requested time. All work for inspection must be fully completed prior to the inspection visit being made.

The inspections required will be set out in the Building Consent documentation issued by the Building Consent Authority. Failure to have a prescribed inspection carried out and to be provided with confirmation that the work has been approved by the Inspecting Authority will put the issue of the Code Compliance Certificate for the work at risk.

RESOURCE CONSENTS

Your application will be assessed by the Planning Department of the Council to determine whether your project complies with the relevant District Plan requirements.

If your application does not comply with any District Plan requirements you will need to either amend your proposal to comply or apply for a Resource Consent. A Certificate will be attached to your Project Information Memorandum to notify that a resource consent is required prior to building work commencing. It is recommended that you contact the Planning Department to determine the process from there. Telephone 324 5868.

CODE COMPLIANCE

A building consent is not completed until it has been issued with a Code Compliance Certificate. The Owner is required to complete a separate application form to apply for a Code Compliance Certificate as soon as practicable after the building work is completed but in any event no later than 2 years after the granting of the Building Consent. A Code Compliance Certificate will be issued within a maximum allowable time of 20 working days provided all the information required has been supplied. Note:- Certificates will be required from all trades involved in the project.

In the event that no application for Code Compliance is made, the Building Consent Authority will within the 2 year period issue a Notice To Fix.