

Form 2: Application For Project Information Memorandum and/or Building Consent



Section 33 or Section 34, Building Act 2004

The Building

Street address of building (for structures that do not have a street address, state the nearest street intersection and the distance and direction from that intersection)

Legal description of land where building is located (state legal description as at the date of application and, if the land is proposed to be subdivided, include details of relevant lot numbers and subdivision consent)

Building name (if applicable)

Location of building within site/block number (include nearest street access)

Number of levels (include ground level and any levels below ground)

Level / Unit number

Area (total floor area; indicate area affected by the building work if less than the total area)

Year first constructed (if unknown, state approximate year(s))

The Owner

Name of owner (include preferred form of address, eg, Mr, Miss, Dr, if an individual)

Contact person (if the applicant is not an individual)

Mailing address

Street address / registered office

Telephone number

Mobile number

Facsimile

Email address

Form 2: Application For Project Information Memorandum and/or Building Consent



The owner continued

Website (if applicable)

The following evidence of ownership is attached to this application (copy of record of title, lease, agreement for sale and purchase, or other document showing full name of legal owner(s) of the building)

Agent (Only complete this section if the application is being made on behalf of the owner)

Name of agent

Contact person (if the agent is not an individual)

Mailing address

Street address / registered office

Telephone number

Mobile number

Facsimile

Email address

Website (if applicable)

Relationship to owner (state details of authorisation from the owner to make the application on the owner's behalf)

First point of contact for communications with council / building consent authority (state full name, mailing address, phone number(s), facsimile number(s) and email address(es). Contact details must be in New Zealand)

Application

I request that you issue a

(Select one option)

Project information memorandum

Building consent

Amendment to consent

Project information memorandum AND Building consent

for the building work described in this application.

Signature (of owner/
agent on behalf of and
with the authority of the owner)

Date

DD MM YYYY

Form 2: Application For Project Information Memorandum and/or Building Consent



The Project

Description of the building work

Will the building work result in a change of use of the building?

(Select one option)

Yes

No

If Yes, provide details of the new use

Intended life of the building if less than 50 years

_____ 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)

\$ _____

Restricted Building Work

Will the building work include any restricted building work?

(Select one option)

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 unknown at the time of the application, they must be supplied before the work begins)

Form 2: Application For Project Information Memorandum and/or Building Consent



Building Consent

Only complete this section if the application is for a building consent

The following plans and specifications are attached to this application

Note: All plans and specifications must meet the minimum requirements set out in the regulations or required by the building consent authority.

The building work will comply with the building code as follows

Clause (tick relevant clause numbers of building code)	Means of compliance (refer to the relevant compliance document(s) or detail of alternative solution in the plans and specifications; if not applicable, state n/a)	Waiver/modification required (state nature of waiver or modification of building code required; if not applicable, state n/a)
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 & processes		
F4 Safety from falling		
F5 Construction & demolition hazards		
F6 Lighting for emergency		
F7 Warning systems		
F8 Signs		
G1 Personal hygiene		
G2 Laundering		
G3 Food preparation & prevention of contamination		
G4 Ventilation		

Note: Table continued on next page

Form 2: Application For Project Information Memorandum and/or Building Consent



Building Consent Continued

Clause (tick relevant clause numbers of building code)	Means of compliance (refer to the relevant compliance document(s) or detail of alternative solution in the plans and specifications; if not applicable, state n/a)	Licensed building practitioner number (state nature of waiver or modification of building code required; if not applicable, state n/a)
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		

Compliance Schedule

Only complete this section if the application is for a building consent

Does the building have any specified systems? (specified systems are defined in regulations)
(Select one option)

Yes

No

If Yes, complete the following sections

The specified systems for the building are as follows

The following specified systems are being altered, added to, or removed in the course of the building work

Form 2: Application For Project Information Memorandum and/or Building Consent



Attachments

The following documents are attached to this application

(Select multiple options)

Plans and specifications (list)

Alternative plans and specifications (if the applicant wants to obtain pre-approval for possible product substitutions, list).

Current (CodeMark) product certificate(s)

Alternative (CodeMark) product certificate(s) (if the applicant wants to obtain pre-approval for possible product substitutions)

Current (BuiltReady) manufacturer's certificate(s)

Memoranda (Certificates of Design Work) from licensed building practitioners 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