

	Internal Domestic Alteration Processing Checklist No changes to the exterior of the building	Ref: CP 04
		Ver: 13
		Issued 11 March 2021
		IT- 641471
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Processor Name: Mpese		Building Consent No.: 81239 177 Old Taupo Road		
Building Act			Comments/ compliance path/ANARP	
Owners approval for BC ensure that any private or confidential information is blanked out or removed	P	F	N/A	Form 2 signed. CT provided. No personal information
PIM issued? (subject to conditions)	P	F	N/A	PIM not applied for or required
Sec 26 – 28 – Warnings and bans	P	F	N/A	No products that enact this section of the Act
Sec 36 - Has a Development Contribution Notice been attached to the PIM?	P	F	N/A	DC's are no longer charged by RLC through the BC process
Section 37 notice issued?	P	F	N/A	Internal alterations. No issue with planning
Sec 39 - Are there any issues associated with Historic Places Trust?	P	F	N/A	No issue checked Heritage website
Sec 67 - Is the building consent subject to a waiver or modification? Sign off by TL/ MBS, condition BC, create information notice, advise Chief Executive, MBIE.	P	F	N/A	This building project is not being suggested to have a waiver or modification to either the New Zealand Building Act or the New Zealand Building Code, therefore Sec 67 does not apply
Sec 84 – Owner Builder/Designer listed for Restricted building Work (complete separate checklist and create information on property file where owner involved in design or construction)	P	F	N/A	Not indicated in Form 2 or any documents provided
Sec 84 – LBP design memorandum provide - Cat 1 (SH <12 Risk score, single household) - Cat 2 (SH >12 Risk score or not SH(mixed)<10m) - Cat 3 (SH >12 Risk score or not SH(mixed)>10m) LBP working at correct level (engineers and architects are unrestricted)	P	F	N/A	Trevor Rowson LBP100496 Design 2 Active Checked register
Sec 84 – LBP's nominated for construction phase (complete "Restricted Building Work Record" form)	P	F	N/A	Builder Phil Jesson Builders LBP103811 Carpentry Active Plumber Dave Rawlinson plumbing 12600
Sec 112 – Alteration to existing building Cannot reduce compliance with code – record additional considerations throughout and at rear of checklist if necessary	P	F	N/A	Compliant upgrade to bathroom.
Sec 112 (2) Where work wouldn't proceed if compliance with the code was required – the ability to grant is possible where improvement to attributes that relate to MOE from fire and access and facilities for the disabled outweigh any non compliance with the relevant provisions of the code	P	F	N/A	Alterations don't affected fire escape or access
Sec 115 – Does this application involve a change of use? Comply ANARP with all provisions of building code when changing to household unit. In all other cases ANARP with provisions that relate to means of escape, protection of other property, sanitary facilities, structural performance, fire rating and or access and facilities for disabled.	P	F	N/A	No change of use
Records been checked to reconcile proposal against existing?	P	F	N/A	Limited original plans as house was built 1935.
Specification			Comments/ compliance path/ANARP	
Job specific specification	P	F	N/A	Specification provided
Specific Design			Comments/ compliance path/ANARP	

Specific engineering design - PSI - Calculations - Construction monitoring	P	F	N/A	No SED Design
Foundations/ Bearers/ Concrete Floors B1,B2				Comments/ compliance path/ANARP
Load paths are transferred to an appropriate foundation? (<i>foundation sizes type and construction methods including treatment</i>) <i>Reinstatement details for level access showers in concrete floors – DPM and reinforcing</i>)	P	F	N/A	No changes to load paths
Floor Joists B1,B2				Comments/ compliance path/ANARP
Do joist grade, treatment, size, span, spacing, fixings & blocking comply with floor load demand & intended use? (<i>Alteration to existing floor joists for level access showers Sec112 considerations</i>)	P	F	N/A	Not part of this consent
Load paths (<i>Ensure all point loads are adequately supported.</i>)	P	F	N/A	Not part of this consent
Has direction of services been considered? <i>Check services plan layout.</i>	P	F	N/A	Not part of this consent
Double joists provided under load bearing walls & load bearing walls at right angle to joist within 200mm of bearer support	P	F	N/A	Not part of this consent
Flooring B1,B2				Comments/ compliance path/ANARP
Flooring thickness, type & treatment	P	F	N/A	Not part of this consent
Is joist spacing appropriate for flooring type? <i>Refer NZS3604, Section7, 7.2</i>	P	F	N/A	Not part of this consent
Wall Framing B1,B2				Comments/ compliance path/ANARP
Framing, grade, size, spacing, & treatment	P	F	N/A	Not part of this consent
Load paths considered	P	F	N/A	Not part of this consent
Beam, grade, size, spacing, & treatment	P	F	N/A	Not part of this consent
Beam / post / footing connections	P	F	N/A	Not part of this consent
Bracing B1,B2				Comments/ compliance path/ANARP
Parameter inputs correct? (<i>E.g. where Gib calculator used</i>)	P	F	N/A	Not part of this consent
Wall bracing elements & fixings identified & detailed <i>Villa board/Plywood with membrane – consider durability?</i>	P	F	N/A	Not part of this consent
Wall bracing schedule, calculations & distribution	P	F	N/A	Not part of this consent
Dragon ties/ diaphragm ceiling – (<i>Refer 3604 8.3.3.2</i>)	P	F	N/A	Not part of this consent
Alteration cannot result in reduction in performance of existing structure (<i>112 test</i>)	P	F	N/A	Not part of this consent
Roof/Ceiling Structure B1,B2				Comments/ compliance path/ANARP
Ceiling joist spacing, size, span, grade, & treatment	P	F	N/A	Not part of this consent
Ceiling runner (strong back) under purlin, strutting beam spacing, span, size, grade, & treatment	P	F	N/A	Not part of this consent
Ceiling batten spacing, span, size & grade	P	F	N/A	Not part of this consent
Existing structure B1				Comments/ compliance path/ANARP
Additional loads on existing structure (<i>can't be any worse</i>)	P	F	N/A	Not part of this consent

Wet Areas (Kitchen, laundry, bathroom etc) B1,B2,D1,E3,G1,G2,G3,G13				Comments/ compliance path/ANARP
Impervious, easily cleaned wall and floor finishes	P	F	N/A	Confirm floor and wall finish to bathroom to comply with E3.
Has the shower type been specified (tiled or proprietary cubicle) <i>If tiled shower, have construction details been provided for the tiling substrate and waterproofing membrane.</i>	P	F	N/A	Acrylic shower 900x900
The effect to the existing structure from the proposed alteration. Window in shower? assess as alternative solution	P	F	N/A	No window in shower.
Has a complying waterproofing membrane been specified? <i>(If required ensure applicator provides a Certification Statement - Construction (PS3))</i>	P	F	N/A	Proprietary shower. No membrane required
Flooring and wall substrate <i>(Weight of tiles considered)</i>	P	F	N/A	Confirm if aqualine gib is to be used in bathroom where door has been removed.
If shower is level access is proposed, have adequate falls been provided to the floor drain? <i>(Falls required to the floor of a level access shower to the floor drain are to be no less the 1:50. Refer NZS 4121: 2000, 10.5.11.3 'Floors')</i>	P	F	N/A	Proprietary shower
Glazing F2				Reason for decision/compliance path/ANARP
Glazing (NZS 4223 Part 3, shower doors, doors and windows)	P	F	N/A	Safety glazing to bathroom window specified
Asbestos F2				Reason for decision/compliance path/ANARP
Asbestos management report and plan assessed. Does this require a clearance certificate? <i>Endorse the Consent</i>	P	F	N/A	Not part of this consent
Ventilation G4				Comments/ compliance path/ANARP
Passive ventilation	P	F	N/A	Existing windows to rooms.
Mechanical ventilation (ducted to exterior) <i>(25L - bathroom or 50L - /kitchen) - Refer to NZBC G4/AS1section 1.3.3</i>	P	F	N/A	Mechanical ventilation noted for bathroom, laundry and rangehood. Complies to G4. Confirm if the extract fans for bathroom and Kitchen are ducted to the soffit?
Insulation H1				Comments/ compliance path/ANARP
Floor, wall and ceiling insulation	P	F	N/A	Not part of this consent
Water Supplies G12				Comments/ compliance path/ANARP
Potable water	P	F	N/A	Existing water supply
Hot water heating design (all relevant valves, venting requirements, water temperature)	P	F	N/A	Rinnai 24 califont to be installed. Confirm if supply is going to be via. Bottles?
Sanitary Plumbing G13				Comments/ compliance path/ANARP
Specific installation std noted	P	F	N/A	Specify the plumbing standard you have designed to.
Waste pipe size / gradients	P	F	N/A	Provide drain extension size and gradient to laundry. Provide waste pipe size from washing machine.
Waste pipe length / venting (stacks, multi fixtures to discharge pipe)	P	F	N/A	Show location of existing TV
Gullies being charged (ORG & FWG) <i>FWG must be charged by a fixture within the same room</i>	P	F	N/A	Gullies are charged by fixtures
Fire Safety Precautions C1-6,F7				Comments/ compliance path/ANARP
Domestic smoke alarms correctly specified and correctly located (refer to NZBC F7)	P	F	N/A	Smoke alarms within each bedroom

Internal spread of fire (between fire cells)	P	F	N/A	Single dwelling. Clear of boundaries
Means of Escape <25m DEOP or 60m TOP	P	F	N/A	<25m escape path.
AIRBORNE AND IMPACT SOUND G6				Comments/ compliance path/ANARP
Acceptable solution or specific design	P	F	N/A	Not part of consent
Existing building (E, F, G, H)				Comments/ compliance path/ANARP
Impact on existing internal moisture, safety of users, services & facilities and energy efficiency	P	F	N/A	Improve internal moisture and safety of users

P = Pass = Compliance with the Building Code

F = Fail = Non-compliance with the Building Code – further information required

N/A = Not Applicable

Alternative Solutions

- Alternative solutions involving structural, geotechnical, fire, weather tight, acoustic, HVAC, energy efficiency and fire design will be peer reviewed by a contractor/specialist
- Before finalizing a decision of whether to accept or refuse an alternative solution the processor will obtain a peer review from their Team Leader/Technical Leader
- In making a decision, the Building Officer may give consideration to (but is not limited to) comparison with acceptable solutions, other documents, standards, best practice guides, publications, expert opinion, determinations, in-service history, product certification – compliance with Building Code objectives. Consideration may also be given to industry guidance provided in BRANZ Bulletin #456 (Dec 2004).

Alternative Solutions, ANARP, Section 112 – Reasons for Decisions and or other considerations

Design No PS1	Structural	Geotechnical	HVAC	Hydraulic	Fire	Other
PS1						
PS2						
Statement of Compliance *						
Calculations						
Written statement						
Header with 'Producer Statement'						
Author – suitably qualified *						
Product name/specification *						
What part/clauses of the Building Code						
What part of the building consent work is covered by the 'Producer Statement'/SOC *						
Provide the sum of PI insurance						
The authors name and signature *						
Qualifications						
Registration number (where applicable *)						
Membership of professional organisation						
Date of producer statement/SOC *						
CPENG (Reason for acceptance of author)						
Recognised professional						
Construction and monitoring requirements (consent endorsed)						

GRANTING BUILDING CONSENT

Sign the application form to grant the building consent once satisfied on reasonable grounds that if the building work was to be constructed in accordance with the approved documents, then compliance with the Building Code will be met.