

PIM/Building Consent

Information Cover Sheet

BAM002 - I

VER. 8

Updated: Oct 13

Review: Oct 14



Building Consent Information for Applicants

1. Applications must be made on the form attached
2. Please ensure your application is complete as incomplete applications will be returned. All parts of the form must be addressed although all parts may not be relevant to your project.
3. Provide a Certificate of Title (less than 6 months old)
4. Together with the completed application form there shall be, deposited in duplicate, the following as specified on the appropriate application checklist:
 - BAM002 – R (for residential applications) or
 - BAM002 – C (for commercial/Industrial applications)
 - an additional 1 copy of the floor plan is required if the value of the building work is above \$5,000.

5. Plans to be kept on site

One copy of all documentation will be returned. These documents will be endorsed by Council as being approved and MUST be retained on the building site so the Building Official can record inspections and later issue a Code Compliance Certificate.

4. Conditions and advice notes of consent

All conditions and advice notes of the building consent must be met. **Inspections must be requested** as detailed in the building consent, with 48 hours notice given.

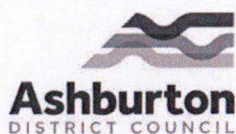
Inspections requested and visits made when the work is not ready for inspection will be charged. An additional charge will be incurred where 24 hours notice of a cancelled inspection has not been given.

6. Application fees

The amount required will be based on the cost of work being undertaken and will consist of the Administration Fee and the PIM Fee (if applicable). *(Refer to the current Schedule of Fees and Charges on the Council's website)*

7. Methods of payment

- **Cash** (available at counter only)
- **Cheque**
- **EFTPOS** (available at counter only)
- **Credit Card** (available at counter only)
- **Direct Credit to Account No: 03-15920521970-00** (Please include the name of applicant and the Building Consent Number (if known). If you do not know the building consent number, please enter the letters BC in the reference field. This will enable us to match your payment and prevent delays in processing your account).



Project Information Memorandum/Building Consent Application

Section 33 or Section 45, Building Act 2004

BAM 002 PIM BC

VER. 8

Issued: 19/08/2009

Updates 25/07/2013

For Office Use Only:

BC No: *801151/14.*

Date Received:

Please return this form to: info@adc.govt.nz or Ashburton District Council, PO Box 94, Ashburton 7740

Application (Only complete items that are applicable to your project)		
I request that you issue a:		
Project Information Memorandum (PIM)	☐	Building Consent ☒ *Your project may also require a PIM, you will be advised when you submit your application if this is required
		Building Consent and PIM ☒
Has a PIM been issued previously in respect of this project? If yes , please provide a copy if applicable.	Yes ☒	No ☐
Is this project related to earthquake damage?	Yes ☐	No ☒
Is this consent for a relocated or transportable building?	Yes ☒	No ☒
Building Information		
Building Name (if any):		
Street Address (or Rapid Number): <i>251 Wakanui Beach Rd</i>		
Legal Description: <i>Lot 6 Hut Sites Wakanui Beach</i>	Valuation Number: <i>24430144091</i>	
Number of levels: <i>1</i>	Level/Unit no:	
Approx. Year building first constructed? <i>1940</i>		
Currently lawfully established use: <i>WORKERS TEA ROOM</i>		
Fencing of Swimming Pool Act 1987 Is there a swimming pool/spa pool on this site or associated with this project		Yes ☐ No ☒
Total Floor Area (all floors)	Existing(m2): <i>50</i> SQ METERS	Want to add(m2):
The Owner <i>PAUL GREGORY STRACHAN & SHEENA MARY CLARK</i>		
Owner's Name		
Contact Person (if different from owner): <i>SHEENA CLARK. OR. B. MCCORMICK</i>		

021 1617527

Mail/ Billing Address:		60 GROVE STREET TINWALD	
Street Address/Registered Office:			
Daytime Phone Number:		Cellphone:	
308 3316			
Email Address:		After Hours Number:	
		308 3316	
The Agent			
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.			
Agent's Name			
B. MCCORMICK			
Contact Person (if Agent is not an individual):			
Mailing/Billing Address:			
34 th WOODVILLE STREET, LEBSTON 7632			
Street Address/Registered Office:			
Daytime Phone Number:		Cellphone:	
021 161 7527		021 161 7527	
Email Address:		After Hours Number:	
The Project			
Description of building work (E.g. dwelling, commercial, farm shed, garage etc.)			
RELOCATE BUILDING			
Will the building work result in a change of use of the building?			Yes ☐ No ☒
If yes , please provide details on intended use.			
WILL BE USED AS A BACH (COMMUNAL LAUNDRY)			
Intended life of the building			
Indefinite but not less than 50 years		☒	OR Specified as _____ years
Is this project being completed in Phases/Stages?		Yes ☐	No ☒
What stage is this application?		of	Related BC Numbers:
List Building Consents previously issued for this building (if any)			

Estimated Value of Building Work on which levy will be calculated (inc. GST) as defined in Section 7 of the Building Act 2004:

\$10,000

Restricted Building Work

Will the building work include any restricted building work? If **yes**, please provide the following details on all Licenced Building Practitioners involved. If these details are unknown at time of application, they must be supplied before work begins.

Yes ☒ No ☐

Note 1: Enter the Licensed Building Practitioner (LBP) number or registration number if treated as being licensed under Section 291 of Building Act 2004

Note 2: A Memoranda/Certificate of Design Work must be submitted for each LBP involved in the Design work. This form can be downloaded from www.ashburtondc.govt.nz

Name	Licence Class	LBP No.	Mailing Address	Phone Number	Work carried out or supervised
MCCORMICK MICHAEL DAVID	CARPENTRY	BP115648	MAIN ROAD CHERTSY	0274343401	Piling

Project Information Memorandum

Tick the matters relevant to the project. Complete this section only if you have applied for a PIM:

- ☐ Subdivision
- ☐ Alteration to land contours
- ☐ New or altered connections to public utilities
- ☐ New or altered locations and/or external dimensions of the buildings
- ☐ New or altered access for vehicles
- ☐ Building work over or adjacent to any road or public place
- ☒ Disposal of storm water and waste water
- ☐ Building work over any existing drains or sewers or in close proximity to wells or water mains
- ☐ Rapid Numbers
- ☐ Other matters known to the applicant that may require authorisations from the territorial authority. Please specify:

Note: Development Contributions may be levied in cases where extra demand for services is required. Refer to our 'Customer Guide for Development Contributions' for more information

Building Consent

Complete this section only if you have applied for a building consent:

Note: All plans and specifications must meet 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:

BUILDING CODE CLAUSE		MEANS OF COMPLIANCE (refer to the relevant compliance document(s) or detail of alternative solution in the plans & specifications; if not applicable, put n/a)	WAIVER/MODIFICATION REQUIRED (state nature of waiver or modification of building code required)	
B1	Structure	☒ NZS3604 ☐ NZS1170 NZS4229 ☐ Other..... (specify)		
B2	Durability	☒ B2/AS1 NZS3101 NZS3602 ☐ NZS3604 Other (specify)		

C1	Objective	☐ C/AS1 – C/AS7 ☐ C/VM1 ☐ C/VM2 ☐ Other..... (specify)		
C2	Prevention of Fire Occurring	☐ C/AS1 – C/AS7 ☐ C/VM1 ☐ C/VM2 ☐ Other..... (specify)		
C3	Fire Affecting Areas Beyond Fire Source	☐ C/AS1 – C/AS7 ☐ C/VM1 ☐ C/VM2 ☐ Other..... (specify))		
C4	Movement to a Safe Place	☐ C/AS1 – C/AS7 ☐ C/VM1 ☐ C/VM2 ☐ Other..... (specify)		
C5	Access and Safety for Fire-Fighting Operations	☐ C/AS1 – C/AS7 ☐ C/VM1 ☐ C/VM2 ☐ Other..... (specify)		
C6	Structural Stability	☐ C/AS1 – C/AS7 ☐ C/VM1 ☐ C/VM2 ☐ Other..... (specify)		
D1	Access Routes	☒ D1/AS1 NZS4121 Other..... (specify)		
D2	Mechanical installations for access	☐ D2/AS1 NZS4332 EN81 ☐ EN115 Other..... (specify)		
E1	Surface water	☒ E1/AS1 AS/NZS3500.3 ☐ Other(specify)		
E2	External moisture	☐ E2/AS1 ☐ Specific design and testing		
E3	Internal moisture	☐ E3/AS1 Other..... (specify)		
F1	Hazardous agents on site	☐ F1/AS1 Other..... (specify)		
F2	Hazardous building materials	☒ F2/AS1 NZS4223 ☐ Other(specify)		
F3	Hazardous substances and processes	☐ F3/AS1 Other..... (specify)		

F4	Safety from falling	☐ F4/AS1 FSP Act ☐ Other(specify)	NA.	
F5	Construction and demolition hazards	☒ F5/AS1 Other(specify)		
F6	Lighting for emergency	☐ F6/AS1 Other(specify)		
F7	Warning systems	☒ F7/AS1 NZS4512 ☐ Other(specify)		
F8	Signs	☐ F8/AS1 Other(specify)		
G1	Personal hygiene	☐ G1/AS1 Other(specify)		
G2	Laundrying	☐ G2/AS1 Other.....(specify)		
G3	Food prep. And prevention of contamination	☐ G3/AS1 Other(specify)		
G4	Ventilation	☐ G4/AS1 AS1668.2 ☐ Other(specify)		
G5	Interior environment	☐ G5/AS1 Other(specify)		
G6	Airborne and impact sound	☐ G6/AS1 Other(specify)		
G7	Natural light	☐ G7/AS1 Other(specify)		
G8	Artificial light	☐ G8/AS1 NZS6703 ☐ Other(specify)		
G9	Electricity	☐ G9/AS1 Other.....(specify)		
G10	Piped services	☐ G10/AS1 NZS5261 ☐ Other..... (specify)		
G11	Gas as an energy source	☐ G11/AS1 Other(specify)		

G12	Water supplies	☐ G12/AS1 AS/NZS3500.1 ☐ AS/NZS3500.4 Other(specify)		
G13	Foul water	☐ G13/AS1 AS/NZS3500.2 ☐ BS5572 Other(specify)		
G14	Industrial liquid waste	☐ G14/AS1 Other(specify)		
G15	Solid waste	☐ G15/AS1 Other(specify)		
H1	Energy efficiency provisions	☐ H1/AS1 NZS4218 NZS4243 ☐ ALF Design Manual NZS4214 ☐ Other(specify)		

COMPLIANCE SCHEDULE

(Not applicable if applying for a Project Information Memorandum (PIM) only)

Are there any specified systems associated with this project?

There are no Specified Systems associated with this project

N

The following Specified Systems are being altered, added to or removed in the course of the building work: (specified systems are defined in regulations)

Y

SS Code	Specified Systems (tick which systems apply to your project)	Applicable Systems	Specified System Information Template Completed?
	Note: A Specified System Information Template must be completed for each Specified System. This form can be downloaded from www.ashburtondc.govt.nz		
1	Automatic systems for fire suppression (<i>for example, sprinkler systems</i>)		
2	Automatic emergency warning systems for fire or other dangers (<i>other than a warning system for fire that is entirely within a household unit and serves only that unit</i>)		
3	Electromagnetic or automatic doors or windows (<i>for example, ones that close on fire alarm activation</i>)		
4	Emergency lighting systems.		
5	Escape route pressurisation systems.		
6	Riser mains for use by fire services.		

7	Automatic backflow preventers connected to a potable water supply.		
8	Lifts, escalators, travelators, or other systems for moving people or goods within buildings.		
9	Mechanical ventilation or air conditioning systems.		
10	Building maintenance units providing access to exterior and interior walls of buildings.		
11	Laboratory fumes cupboards.		
12	Audio loops or other assistive listening systems.		
13	Smoke control systems.		
14	Emergency power systems for, or signs relating to, a system of feature specified in any clauses of 1 to 13.		
15	Any or all of the following systems and features, so long as they form part of a building's means of escape from fire, and so long as those means also contain any or all of the systems or features specified in clauses 1 to 6, 9, and 13:		
15a	Systems for communicating spoken information intended to facilitate evacuation; and		
15b	Final exits (<i>as defined by clause A2 of the building code</i>); and		
15c	Fire separations (<i>as so defined</i>); and		
15d	Signs for communicating information intended to facilitate evacuation; and		
15e	Smoke separations (<i>as so defined</i>)		
16	Cable Cars		
Purpose Group:		Fire Hazard Category:	Maximum Occupant Load:

Required Attachments

Please ensure that you have included these documents to your application. Tick the documents that you have attached.



Plans and Specifications (2 copies for Residential and Commercial PIM only – 1 copy of Site Plans, Floor Plan and Elevations)



Project Information Memorandum



Certificate attached to Project Information Memorandum



Development Contribution Notice



Evidence of Ownership



Building Consent Application Checklist (Residential or Commercial)



Memoranda (Certificate of Design Work) from each Licensed Building Practitioner who carried out or supervised any design work that is restricted building work



Specified System Information Template for each Specified System



Application fee (Refer to our current Schedule of Fees and Charges at www.ashburtondc.govt.nz)

Note: All plans and specifications must meet minimum requirements set out in the regulations or required by the Building Consent Authority.

Notes by Applicant (Please include any notes or comments you may wish to add)

Method of Payment

Cash	☐	Cheque	☐	Eftpos	☐
Credit Card	☐	Direct Credit	☐		

Note: For direct credit, please make payment to account number 03-15920521970-00 include name of applicant and the Building Consent Number (if known). If you don't know the Building Consent number, please enter letters BC in the reference field. This will enable us to match your payment and prevent delays in processing your request.

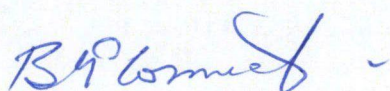
Privacy Act

Applicants for Building Consents are advised that the details provided on the Building Consent Application form are required to be held in a public register and on file where they may be perused by any interested individual. A summary of information compiled from these forms is also provided to the Councils Valuation Service Provider, Department of Building and Housing, Building Research Association, the media and on request, to the public. The consequence of not providing information is that a Building Consent will not be issued.

Signature

Declaration

I declare as owner or agent of the owner, that I have provided all the information requested on this form, in relation to the project site, known to the owner and agent. I am aware that withholding any such information may invalidate the Project Information Memorandum and the Building Consent issued by Council.

Signed by Owner or on behalf of the owner:**Date:****Name:**

21 - 10 - 2014

Residential PIM/Building Consent

Application Checklist

BAM 002 - R

VER. 9

Updated: Jul 2014

Review: Jul 2015

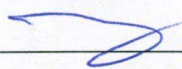
BC:

Note: The following may be required on application in sufficient detail to show compliance with all aspects of the District Plan and the New Zealand Building Code. It would be helpful if you complete this checklist in full and submit with your application. Your application will be received but insufficient evidence will result in your application being placed on hold for further information prior to it being formally lodged. Additional information may also be requested during processing of the application.

Applicant to please tick or state N/A as applicable for each section below.

PIM	Applicant Supplied	Council Use only
Project Location:		
Application form completed and signed		
Application fee \$ GST Inclusive		
Certificate of Title (less than 6 months old)		
Site plan, showing: - Street name and legal description - Wind zone, snow zone, corrosion zone, altitude and North point - All new and existing buildings, and swimming/spa pools - Any heritage buildings/trees or archaeological site information known - Legal and notional boundaries (existing and proposed), easements, waterways, shared access ways/other areas with building setbacks dimensioned - Building and site areas (including floor areas for all floors) - Percentage of site coverage - 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 the District Plan - Any significant trees on the site - Retaining walls - Fire rated walls, eaves - All activities on a site indicated - Proposed and existing site and floor levels - Existing and proposed contours, drive gradients and building heights (for hill or sloping sites) - Details of stormwater and sewer disposal - Location of water supply - Storage location and capacity of Hazardous Substances (e.g. LPG)	✓	
Outline Floor Plans (for all floors)	✓	
Outline Elevations (for all elevations)	✓	

Outline Cross Sections (if required) to show recession plan/daylight plan and height compliance	N/A	
Brief description of the intended use of the building(s)	✓	
Building Consent	Supplied	Council Use only
Project Information Memorandum (if already issued) plus all attached forms		
Inspection Regime (form BAM002 – IR)	✓	
Fully completed Certificate of Design Work (required for Restricted Building Work)		
Foundation Plans (timber or concrete slab) including all details	✓	
Drainage Plans - for both Sewer and Stormwater and any disposal methods (including any applications /approvals to ECan for onsite wastewater systems)		
Detailed Floor Plans - fully dimensioned and notated, including location of Smoke Alarms	✓	
Detailed Elevations - including doors and windows showing opening sashes	✓	
Cross Sections - to show all relevant construction, especially through difficult areas of the building and changes in building form	N/A	
Timber Treatment - the species, grading and treatment of all timber specific to the project is to be specified on the drawings, ideally on the cross section	✓	
Insulation for walls, ceilings and floors, H1 calculations	N/A	
Framing Details - including floor joist layout plans if applicable	N/A	
Deck/patio and/or step details including slip resistance, height below cladding, maximum rise and minimum tread size for all entry points to the building	✓	
Construction Details - with all materials, fixings etc. noted	✓	
Weather-tightness Details - including a risk assessment matrix for all walls and all flashings	N/A	
Internal Waterproofing Details - including all wet areas and surface finishes	N/A	
Plumbing Details - including layout plan/schematic and water supply details	N/A	
Full specifications - relevant to the project (note: standard generic specifications are not acceptable)	on plans	
Bracing Design - calculations, schedule and layout plans	N/A	
Roof Truss Design - including layout plan, fixings and specific design for lintels where required	N/A	
Electrical plan including location of meter and distribution board, mechanical ventilation and associated specification	N/A	
Details of heating (electric, gas, solid/liquid fuel) including manufacturers installation instructions	N/A	

Ground Conditions Report - this will be either a report to show why it is assumed that the ground is "good ground" using Section 3 of NZS 3604:2011, or a specific ground assessment and foundation design by a suitably qualified and experienced engineer	✓	
Engineers producer Statement, design calculations, drawings - where any specific design has been carried out (e.g. steel beams)	N/A	
Sediment Control Management Plan (if required by site location)	N/A	
Spa/swimming pool construction details and specification	N/A	
Spa/swimming pool fencing and gate plan	N/A	
Stairs and handrail details including fixing	N/A	
Fire rated boundary walls (if foundation is within a metre of boundary or eaves are within 650mm of the boundary)	N/A	
Council Use Only		
All Information submitted correct	Yes	No
Further information required:		
Council Officer: MW	Sign: 	Date: 21/10/14