C10 Foundation & drainage works for relocated/multi-proof/modular houses  
Application and Processing Check Sheet

# Important Information for the Applicant

1. This check sheet is designed to assist the applicant with the level of information that must be provided with the application.
2. When completing the form, please ensure that all sections titled “Applicant to Complete” are filled out in full.
3. If any section or specific question is not relevant to your application, this can be indicated by selecting the N/A box.
4. A suitable quality of documentation is required before CODC will accept an application for processing. For further information please refer to the MBIE guidance document [Quality drawings | Building Performance](https://www.building.govt.nz/projects-and-consents/apply-for-building-consent/support-your-consent-application/quality-drawings/)
5. The time invested in the preparation of application documentation, including the completion of this check sheet, will reduce the likelihood of unnecessary delays and requests for significant amounts of further information.
6. The references (in italics) that have been provided relate to the subject of the item to be checked. They may, or may not, be the specific means of compliance for your project.
7. Once completed, this check sheet should be submitted as a word document with all other required documents in PDF format to [building@codc.govt.nz](mailto:building@codc.govt.nz) or via our online portal.

# Council Use Only

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Consent Number |  | | | | | | |
| Processing Start Date |  | | | | | | |
| Building Category | Res1A | Res1 | Res2 | Res3 | Com1 | Com2 | Com3 |
| Officer Name and NCAS Check | The building category is correct, and I am competent to process this building consent. | | | | | | |
|  | The building category is incorrect. I have updated it in MagiQ, and I am competent to process this building consent. | | | | | | |
|  | The building category is incorrect. I have updated it in MagiQ, and I am not competent to processes this building consent. I will be peer reviewed by | | | | | | |
|  | The building category is incorrect. I have updated it in MagiQ, and I am not competent to process this building consent. I have requested reallocation via Support to a competent officer. | | | | | | |

# Property Information

| Applicant to complete | | | |
| --- | --- | --- | --- |
| E2 Risk Matrix Score: | Click to enter text. | Earthquake Zone:  *Figure 5.4 NZS 3604* | Click to enter text. |
| Wind Region:  *Figure 5.1 NZS 3604* | Click to enter text. | Wind Zone:  *Table 5.1 / 5.4 NZS 3604* | Click to enter text. |
| Snow Zone:  *Figure 15.1 NZS 3604* | Click to enter text. | Exposure Zone:  *Figure 4.2 NZS 3604* | Click to enter text. |
| Liquefaction Zone:  If in domain B, B1 or C has further information been provided e.g Geotechnical report? [Otago Natural Hazards Portal (orc.govt.nz)](https://maps.orc.govt.nz/portal/apps/MapSeries/index.html?appid=b24672e379394bb79a32c9977460d4c2) *Search under Earthquake Layer/ Liquefaction Hazard* | | N/A  Yes (specify) | |
| Easements, sewers, existing drains, watercourses, creeks (or other) through the property: | | N/A  Yes (specify) | |
| Use of building:  [Building (Specified Systems, Change the Use, and Earthquake-prone Buildings) Regulations 2005 (SR 2005/32) (as at 16 December 2019) Schedule 2 Uses of all or parts of buildings – New Zealand Legislation](https://www.legislation.govt.nz/regulation/public/2005/0032/latest/DLM313979.html) | | Click to enter text. | |
| New Subdivisions: | Do you have a Record of Title for your new section? | | Yes  No  N/A |
| *Building consents in new subdivisions can be lodged and issued when the subdivision stage has S224c. A Record of Title will need to be provided before the code compliance certificate can be issued.* | | | |

# Form 2: Application for Building Consent

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Applicant to Complete | | | | Council Use Only | | | |
| Yes | N/A | Description | Yes | | N/A | RFI | Reason for Decisions/Comments |
|  |  | All sections of [Form 2](https://www.codc.govt.nz/repository/libraries/id:2apsqkk8g1cxbyoqohn0/hierarchy/Publications/Forms/CODC%20Forms/Building/SBCG%20Form%202%20Application%20Form%20-%20Version%2030%20September%202024.pdf) completed including an accurate estimate of value of work |  | |  |  |  |
|  |  | Proof of ownership provided (*Record of Title less than 3 months old, and S&P Agreement or Lease if applicable)* |  | |  |  |  |
|  |  | Has building work already been undertaken, therefore a Certificate of Acceptance is required? *(Refer section 42, Building Act 2004)* |  | |  |  |  |
|  |  | Is this application for staged building works? |  | |  |  |  |

# Restricted Building Work (RBW)

| Applicant to Complete | | | Council Use Only | | | |
| --- | --- | --- | --- | --- | --- | --- |
| Yes | N/A | Description | Yes | N/A | RFI | Reason for Decisions/Comments |
|  |  | Designer or Architect: Memorandum (CoDW) provided with LBP/NZRAB number |  |  |  |  |
|  |  | Engineer(s): Memorandum (CoDW) provided with CPEng number |  |  |  |  |
|  |  | Owner exemption: Statutory declaration [Form 2B](https://www.building.govt.nz/projects-and-consents/planning-a-successful-build/scope-and-design/choosing-the-right-people-for-your-type-of-building-work/owner-builder-obligations/) provided (for design and/or building work) |  |  |  |  |

# Building Act 2004

| Council Use Only | | | | |
| --- | --- | --- | --- | --- |
|  | Yes | N/A | RFI | Reason for Decisions/Comments |
| [**Section 53**](http://www.legislation.govt.nz/act/public/2004/0072/latest/DLM306390.html) Building Levy |  |  |  |  |
| [Section 31 – 39](http://www.legislation.govt.nz/act/public/2004/0072/latest/DLM306362.html) Project Information Memoranda (PIM)  *(review/note Liquefaction category, hazards, flood/floor height, contamination)* |  |  |  |  |
| [Section 71 – 74](http://www.legislation.govt.nz/act/public/2004/0072/latest/DLM306818.html)  Natural Hazards associated with this consent (see PIM information).  **Applicant to select as applicable:**  Erosion (i.e. bank erosion and sheet erosion)  Falling debris (i.e. rock, snow and ice)  Subsidence  Inundation (i.e. flooding, surge and ponding)  Slippage |  |  |  |  |
| [Section 75 – 83](http://www.legislation.govt.nz/act/public/2004/0072/latest/DLM306823.html)Construction of building on 2 or more allotments (including drainage)  Complete [Section 75 Certificate Building over 2 or more allotments](https://www.codc.govt.nz/repository/libraries/id:2apsqkk8g1cxbyoqohn0/hierarchy/Publications/Forms/CODC%20Forms/Building/CO44%20Section%2075%20Request.pdf) |  |  |  |  |
| [Section 112](http://www.legislation.govt.nz/act/public/2004/0072/latest/DLM306875.html) Alterations to existing buildings |  |  |  |  |
| [Section 115](http://www.legislation.govt.nz/act/public/2004/0072/latest/DLM306880.html) Change of use |  |  |  |  |
| [Section 113](http://www.legislation.govt.nz/act/public/2004/0072/latest/DLM306877.html) Buildings with specified intended lives |  |  |  |  |
| [Section 67](http://www.legislation.govt.nz/act/public/2004/0072/latest/DLM306812.html) Waivers or Modifications  Complete [Microsoft Word - CO45 Section 72 Request](https://www.codc.govt.nz/repository/libraries/id:2apsqkk8g1cxbyoqohn0/hierarchy/Publications/Forms/CODC%20Forms/Building/CO45%20Section%2072%20Request.pdf) |  |  |  |  |
| [Section 26](https://www.legislation.govt.nz/act/public/2004/0072/latest/DLM306354.html?search=sw_096be8ed81c9110f_26_25_se&p=1&sr=2) Warnings or Bans |  |  |  |  |

# Other Applications

| Applicant to Complete  N/A | | Council Use Only | | | |
| --- | --- | --- | --- | --- | --- |
| Page Ref/Comments | Description | Yes | N/A | RFI | Reason for Decisions/Comments |
| Click to enter text. | **Connection to Council services** application provided/required *(for new drainage connections or driveways)*  [Water and Wastewater Connections - Central Otago District Council](https://www.codc.govt.nz/services/water-services/connections) |  |  |  |  |
| Click to enter text. | **Building over or near a council pipe or drain:** within council easement or within influence zone of council pipe/drain, engineering approval provided/required  [Building Over or Near a Council Pipe or Drain - Central Otago District Council](https://www.codc.govt.nz/services/water-services/application-to-build-over-or-near-a-council-pipe-or-drain) |  |  |  |  |

# General

| Applicant to Complete  N/A | | Council Use Only | | | |
| --- | --- | --- | --- | --- | --- |
| Page Ref/Comments | Description | Yes | N/A | RFI | Reason for Decisions/Comments |
| Click to enter text. | Dimensioned site plan aligns with title boundaries |  |  |  |  |
| Click to enter text. | Finished Ground (FGL) and Floor levels (FFL) shown on site plan (details as per relevant Consent Notice if applicable) *(Refer figure 7.11 NZS 3604 or Figure 65/Table 18 E2/AS1)* |  |  |  |  |
| Click to enter text. | Building is designed for intended location (wind, snow loadings etc.) |  |  |  |  |
| Click to enter text. | Datum / contours shown demonstrating that site drainage requirements can be met |  |  |  |  |
| Click to enter text. | Public and/or private sewer and storm water drainage shown on site plan. *(Required for Code Clauses E1 and G13)* |  |  |  |  |
| Click to enter text. | Dimensions and gradient of car parking, manoeuvring, vehicle crossing shown on plan (sloping sites) *(Required for Code Clause D1)* |  |  |  |  |

### B1 Structure: Foundation Wall – Concrete/Masonry

| Applicant to Complete:  N/A | | | Council Use Only | | | |
| --- | --- | --- | --- | --- | --- | --- |
| Page Ref/Comments | Description | Yes | | N/A | RFI | Reason for Decisions/Comments |
| Click to enter text. | **Masonry types:**  Type B: PS1 & PS3/4  Type C: PS3 may be required  Other (NZS 4229)  *(refer to engineer’s design guidance statement)* |  | |  |  |  |
| Click to enter text. | **Wall height**: minimum, maximum  *(refer Section 6.11 NZS 3604 or Section 8 & Appendix A & B NZS 4229)* |  | |  |  |  |
| Click to enter text. | **Steps in foundations** (due to ground slope)  *(refer Figure 6.12 NZS 3604 / Figure 6.7 NZS 4229)* |  | |  |  |  |
| Click to enter text. | **Vertical and horizontal reinforcing / starters Size, centres**  *(refer Figures 6.13, 6.14, 6.15 & 6.15 (a) NZS 3604)* |  | |  |  |  |
| Click to enter text. | **Subfloor ventilation**  *(refer 6.14/Figure 6.11 NZS 3604:2011)* |  | |  |  |  |
| Click to enter text. | **Split level** drainage, tanking, strapped, lined  *(refer Appendix A NZS4229)* |  | |  |  |  |

### B1 Structure Subfloor Framing and Bracing

| Applicant to Complete:  N/A | | | Council Use Only | | | |
| --- | --- | --- | --- | --- | --- | --- |
| Page Ref/Comments | Description | Yes | | N/A | RFI | Reason for Decisions/Comments |
| Click to enter text. | **Pile foundation plan**: depth, size, centres, treatment, heights, point loads  *(refer Section 6.4 NZS 3604)* |  | |  |  |  |
| Click to enter text. | **Ordinary piles**: size, depth, pile height, treatment connections  *(refer Section 6.5 NZS 3604)* |  | |  |  |  |
| Click to enter text. | **Driven Piles** (SED)  *(refer Section 6.6 & 6.7 NZS 3604)* |  | |  |  |  |
| Click to enter text. | **Braced / Anchor piles**: footing size, pile height, connections *(refer Section 6.8 - 6.9)* |  | |  |  |  |
| Click to enter text. | **Subfloor bracing calculations**: zone, demand, capacity  *(refer Section 5.5 NZS 3604)* |  | |  |  |  |
| Click to enter text. | **Subfloor bracing plan**: type, location, length, 5.0m centres max, 4 bracing elements minimum, evenly distributed *(refer para. 5.5.2.1 NZS 3604)* |  | |  |  |  |
| Click to enter text. | **Diaphragms** >100 BUs, location, limitations  *(refer para. 5.6.1 & 7.3 NZS 3604)* |  | |  |  |  |
| Click to enter text. | **Bearers:** size, centres, treatment, span, point loads, cantilever, loading, fixing to foundation walls *(refer para. 6.12 NZS 3604)* |  | |  |  |  |
| Click to enter text. | **Joists**: size, centres, span, point loads, cantilever, loading, penetrations  *(refer para. 7.1 NZS 3604)* |  | |  |  |  |
| Click to enter text. | **Cantilever joist** (2.4m maximum wall height), support for load bearing walls  *(refer para. 7.1.5 NZS 3604)* |  | |  |  |  |
| Click to enter text. | **Lateral support** mid-span, blocking, bracing lines  *(refer para. 7.1.2 NZS 3604)* |  | |  |  |  |
| Click to enter text. | **Flooring** thickness, clearances, type  *(refer para. 7.2 NZS 3604)* |  | |  |  |  |
| Click to enter text. | **Base cladding**: type, support, access, ventilation, crawlspace (450 mm minimum), vermin proofing, obstructions, large area, limited cross flow  *(refer para. 6.14 NZS 3604)* |  | |  |  |  |

### B1 Structure: Deck Construction

| Applicant to Complete:  N/A | | | Council Use Only | | | |
| --- | --- | --- | --- | --- | --- | --- |
| Page Ref/Comments | Description | Yes | | N/A | RFI | Reason for Decisions/Comments |
| Click to enter text. | **Deck piles**: layout, size, footing depth, centres, treatment, height, connections  *(refer para. 6.4 NZS 3604)* |  | |  |  |  |
| Click to enter text. | **Bearers**: size, span, treatment  *(refer Table 6.4 (b) NZS 3604)* |  | |  |  |  |
| Click to enter text. | **Joists**: 2.0 kPa, size, span, centres, cantilever, saddle flashings  *(refer Table 7.1 (b) NZS 3604)* |  | |  |  |  |
| Click to enter text. | **Decking**: material, type, fixings, treatment, finished floor level  *(refer para. 7.4.3 NZS 3604)* |  | |  |  |  |
| Click to enter text. | **Stringer**: stair construction / deck stringer, size, span, fixings, air-gap  *(refer para. 6.13 NZS 3604)* |  | |  |  |  |
| Click to enter text. | **Subfloor deck bracing** (if projects >2.0m from the building)  *(refer para. 7.4.2 & Table 5.8 NZS 3604)* |  | |  |  |  |

# Durability

|  |
| --- |
| B2 Durability must always be considered when demonstrating compliance with each of the clauses of the Building Code. Under the clause, building materials, components and construction methods are required to be sufficiently durable. They must ensure that the building, without reconstruction or major renovation, continues to satisfy the other functional requirements of the Building Code throughout its life. B2 specifies minimum durability periods building elements must meet with only normal maintenance, being not less than 50, 15 or 5 years. |

# C1-C6 Fire Protection

### Part 1: General

| Applicant to Complete:  N/A | | | Council Use Only | | | |
| --- | --- | --- | --- | --- | --- | --- |
| Page Ref/Comments | Description | Yes | | N/A | RFI | Reason for Decisions/Comments |
| Click to enter text. | **Risk group & scope**  *(refer Table 1.1 & para. 1.1.1)* |  | |  |  |  |
| Click to enter text. | Does the heater comply with ORC or MFE **emission standards?**  <http://www.mfe.govt.nz>  Authorisation number:  Installation details provided for appliance & flue system. |  | |  |  |  |

# D1 Access Routes - External

| Applicant to Complete:  N/A | | | Council Use Only | | | |
| --- | --- | --- | --- | --- | --- | --- |
| Page Ref/Comments | Description | Yes | | N/A | RFI | Reason for Decisions/Comments |
| Click to enter text. | **Stairs/steps**: slip resistance, tread, pitch, riser, surface  *(refer Sections 2.0 & 4.0)* |  | |  |  |  |
| Click to enter text. | **Landings**: top, middle and bottom of stairs and ramps  *(refer para. 3.3 & 4.3)* |  | |  |  |  |
| Click to enter text. | **Handrails**: provided to stairs > 3 risers, profile height  *(refer para. 6.0)* |  | |  |  |  |

# E1: Surface Water

| Applicant to Complete:  N/A | | | Council Use Only | | | |
| --- | --- | --- | --- | --- | --- | --- |
| Page Ref/Comments | Description | Yes | | N/A | RFI | Reason for Decisions/Comments |
| Click to enter text. | **Sediment/erosion control plan** provided where appropriate *(steeply sloping sites, small disturbed areas or low slope angles where affecting other property)* |  | |  |  |  |
| Click to enter text. | **Stormwater type**: Council reticulation, private reticulation, soak pit etc. |  | |  |  |  |
| Click to enter text. | **Soak pit design** (if applicable): onsite testing results, calculations, type and size of soak pit  *(refer 9.0 E1/VM1 or SED)* |  | |  |  |  |
| Click to enter text. | **Finished floor level** of suspended floors or slabs checked in relation to surrounding land and road crown  *(refer to 2.0 E1/AS1)* |  | |  |  |  |
| Click to enter text. | **Provision for surface water runoff** sloping sites  *(refer para. 3.6, 6.14.3, 6.14.5, Figure 6.21 & 7.5.2.2 NZS 3604)* |  | |  |  |  |
| Click to enter text. | **Stormwater drainage** size and gradient  *(refer 3.2 & 3.4 E1/AS1)* |  | |  |  |  |
| Click to enter text. | **Stormwater run-off - paved areas** where run off will affect other property i.e. roadway/neighbours  *(refer 3.6 E1/AS1)* |  | |  |  |  |
| Click to enter text. | **Access for maintenance** (rodding points/inspection points etc.) *(refer 3.7 E1/AS1)* |  | |  |  |  |
| Click to enter text. | **Downpipes**, external & internal gutter size, distribution, spreaders (to lower roof)  *(refer Sections 4.0 & 5.0 E1/AS1)* |  | |  |  |  |
| Click to enter text. | **Strip drain/channel drain**: connection into stormwater with silt trap or similar prior  *(refer 3.2 E1/AS1)* |  | |  |  |  |
| Click to enter text. | **Public drains affected** / approval, easement created or required  *(refer to Certificate of Title & GIS Mapping)* |  | |  |  |  |

# F1: Hazardous Agent on Site

| Applicant to Complete:  N/A | | | Council Use Only | | | |
| --- | --- | --- | --- | --- | --- | --- |
| Page Ref/Comments | Description | Yes | | N/A | RFI | Reason for Decisions/Comments |
| Click to enter text. | **Contamination indicated on PIM**  *(refer F1/VM1,* [*Health and Safety at Work (Hazardous Substances) Regulations*](https://worksafe.govt.nz/topic-and-industry/hazardous-substances/)*)* |  | |  |  |  |

# F5: Construction and Demolition Hazards

| Applicant to Complete:  N/A | | | Council Use Only | | | |
| --- | --- | --- | --- | --- | --- | --- |
| Page Ref/Comments | Description | Yes | | N/A | RFI | Reason for Decisions/Comments |
| Click to enter text. | **Work-site barriers**  *(refer para. 1.0 & Table 1)* |  | |  |  |  |

# F7: Warning Systems

| Applicant to Complete:  N/A | | | Council Use Only | | | |
| --- | --- | --- | --- | --- | --- | --- |
| Page Ref/Comments | Description | Yes | | N/A | RFI | Reason for Decisions/Comments |
| Click to enter text. | **Smoke alarms** or other systems shown on plan: type, location.  *(refer para. 1.1 & 3.0)* |  | |  |  |  |

# G9: Electricity

| Applicant to Complete:  N/A | | | Council Use Only | | | |
| --- | --- | --- | --- | --- | --- | --- |
| Page Ref/Comments | Description | Yes | | N/A | RFI | Reason for Decisions/Comments |
| Click to enter text. | **Electrical installations**  *(refer G9/VM1, G9/AS1)* |  | |  |  |  |

# G12: Water Supplies

| Applicant to Complete  N/A | | | Council Use Only | | | |
| --- | --- | --- | --- | --- | --- | --- |
| Page Ref/Comments | Description | Yes | | N/A | RFI | Reason for Decisions/Comments |
| Click to enter text. | **Supply type**: town, bore, other water supply (potable.) If private supply, documentation provided to show:  Description of water source, scheme, and operation  Copy of any ORC consents/test results  Testing, maintenance, and operational requirements  Treatment systems |  | |  |  |  |
| Click to enter text. | **Hot water supply system**: type (electric, gas, solar), size, schematic, safe tray, access, support, overflow *(refer para. 5.0 & 6.0 & Figures 7-10 & 12)* |  | |  |  |  |
| Click to enter text. | **Seismic restraint** of storage water heaters (HWC)*(refer para. 6.11.4 / Figure 14)* |  | |  |  |  |

# G13: Foul Water (Sanitary Plumbing & Drainage)

### Plumbing

| Applicant to Complete  N/A | | | Council Use Only | | | |
| --- | --- | --- | --- | --- | --- | --- |
| Page Ref/Comments | Description | Yes | | N/A | RFI | Reason for Decisions/Comments |
| Click to enter text. | **Plumbing system identified**  G13/AS1  G13/AS3  Other |  | |  |  |  |
| Click to enter text. | **Waste length to floor waste gully**: *(refer para. 4.6.7 / Table 4.6.7.2 AS/NZS 3500.2 or 3.4 G13/AS1)* |  | |  |  |  |
| Click to enter text. | **Waste pipe:** diameter, length, material, and gradients *(refer Table 6.2 (A), 6.5.1 & Appendix C AS/NZS 3500.2 or Table 2 & 4 G13/AS1)* |  | |  |  |  |

### Suspended & Subsoil Drainage

| Applicant to Complete  N/A | | | Council Use Only | | | |
| --- | --- | --- | --- | --- | --- | --- |
| Page Ref/Comments | Description | Yes | | N/A | RFI | Reason for Decisions/Comments |
| Click to enter text. | **Drainage system identified**  G13/AS2  G13/AS3  Other |  | |  |  |  |
| Click to enter text. | **Reticulated services**: connection to public sewer shown on plans and aligns with CODC mapping or as-built plans *(refer GIS mapping)* |  | |  |  |  |
| Click to enter text. | **Onsite wastewater system:** report, design and calculations provided |  | |  |  |  |
| Click to enter text. | **Drainage plan** provided showing **main drain, branches, gradients & lengths** (*refer Section 3 - 3.3.2, 3.3.2 NZS3500.2 or Table 2 G13/AS2)* |  | |  |  |  |
| Click to enter text. | **Venting details**: terminal vent and unvented branch drains *(refer para. 3.9, Table 3.9.3.1, 3.10 – 3.12 NZS3500.2 or para. 4.0 G13/AS2)* |  | |  |  |  |
| Click to enter text. | **Overflow relief gullies** (ORG)/Gully traps: location and charged *(refer para. 4.6.6 AS/NZS 3500.2 or 3.3 G13/AS2)* |  | |  |  |  |
| Click to enter text. | **Floor waste gullies** are charged by fixture in same room or tundish *(refer para. 4.6.7 & 4.6.8 AS/NZS 3500.2 or 3.4.6 G13/AS1)* |  | |  |  |  |
| Click to enter text. | **Access points** (inspection points) *(refer Section 4.7 AS/NZS 3500.2 or para 5.7 G13/AS2)* |  | |  |  |  |
| Click to enter text. | **Angle of influence**, depth, and proximity of drain to building/boundary *(refer Section 5 NZS3500.2 or 5.0, Figure 7 & 8 G13/AS2)* |  | |  |  |  |

# Producer Statements

| Applicant to Complete  N/A | | | Council Use Only | | | |
| --- | --- | --- | --- | --- | --- | --- |
| Page Ref/Comments | Description | Yes | | N/A | RFI | Reason for Decisions/Comments |
| Click to enter text. | **Producer Statements (PS1s/PS2s)** Includes: site location, work identified, code clauses covered, signed & dated, inspection schedule (if applicable.) |  | |  |  |  |

# Product Certification

| Applicant to Complete  N/A | | | Council Use Only | | | |
| --- | --- | --- | --- | --- | --- | --- |
| Page Ref/Comments | Description | Yes | | N/A | RFI | Reason for Decisions/Comments |
| Click to enter text. | **MultiProof**  Application must comply with MultiProof Certificate & Statement.  [Product assurance and certification schemes | Building Performance](https://www.building.govt.nz/building-code-compliance/product-assurance-and-certification-schemes) |  | |  |  |  |
| Click to enter text. | **Modular Component Manufacturer’s Certificate(s)**  Provided for any BuiltReady Modular Component.  [Product assurance and certification schemes | Building Performance](https://www.building.govt.nz/building-code-compliance/product-assurance-and-certification-schemes) |  | |  |  |  |

# Construction Documentation

| Applicant to Complete | |  | Council Use Only | | | |
| --- | --- | --- | --- | --- | --- | --- |
| **PS4 Producer Statement – Construction Review** | | | Yes | N/A | RFI |  |
|  | **(B36)** **Engineer:** PS4 Producer Statement Construction Review and copies of associated inspection reports from a chartered professional engineer, certifying all, or part, of the building works as identified by the ‘Producer Statement PS1 – Design’ has been built in accordance with the approved building consent documentation. | |  |  |  | Click to enter text. |
|  | **(B34)** **Geotechnical**: PS4 Construction Review and ground bearing test results from a chartered professional engineer – geotechnical, certifying that design assumptions have been satisfied on site. | |  |  |  | Click to enter text. |

| Applicant to Complete | |  | Council Use Only | | | |
| --- | --- | --- | --- | --- | --- | --- |
| **PS3 Producer Statement – Construction Review** | | | Yes | N/A | RFI |  |
|  | **(PE01)**: **Onsite Wastewater Disposal System**: Producer Statement – PS3 Construction’ from the installer and manufacturer certifying the on-site wastewater disposal system has been installed in accordance with the approved building consent documentation. | |  |  |  | Click to enter text. |

| Applicant to Complete | |  | Council Use Only | | | |
| --- | --- | --- | --- | --- | --- | --- |
| **Certification** | | | Yes | N/A | RFI |  |
|  | **(B33) Compaction Certificate:** Certification and test results shall be provided from a suitably qualified professional to certify the compaction and bearing capacity of the underlying soils where any fill material greater than 600mm in depth is required. | |  |  |  | Click to enter text. |
|  | **(B33)** **Geotechnical Certificate** (Ground Bearing) | |  |  |  | Click to enter text. |
|  | **(PE03) Potable Water:** A certificate of analysis to confirm the water is potable and complies with the Drinking Water Standard for New Zealand 2005 (Revised 2018) is required before the building is occupied or Code Compliance Certificate issued. | |  |  |  | Click to enter text. |
|  | Setout (Siting of building only) Surveyor Certification | |  |  |  | Click to enter text. |
|  | Other - Click to enter text. | |  |  |  | Click to enter text. |

# Council Use Only

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| COUNCIL USE ONLY | YES | N/A | RFI |  |
| **Certification** | | | | |
| **(PB17) Energy:** Upon completion of the project, provide Council with copies of energy compliance certificates issued (gas and electrical. |  |  |  | Click to enter text. |
| **(B49) Manufacturer’s Certificate(s)**  Provided for any BuiltReady Modular Component with application for code compliance certificate. |  |  |  | Click to enter text. |
| **LBP1) Restricted Building Work:** Before RBW commences, the owner must give Council written notice of every LBP who is engaged to carry out or supervise the RBW (if these were not provided at building consent application time.)  An owner must provide written notification to Council as soon as practicable if an LBP ceases to be engaged OR if another LBP is engaged to carry out or supervise Restricted Building Work.  Each LBP who carries out or supervises RBW, must, on completion of that RBW, provide the owner and the Council with a Record of building Work (ROW) stating what work they carried out or supervised. |  |  |  | Click to enter text. |
| **(B14) Owner Building Exemption:** The Owner Exemption applies to this building consent. Building and/or design work has been carried out by an un-licensed owner builder. |  |  |  | Click to enter text. |

### Conditions

| COUNCIL USE ONLY | YES | N/A | RFI |  |
| --- | --- | --- | --- | --- |
| **(B41) Condition: Section 67 – Waiver/Modification:** This consent is granted subject to a waiver/modification under Section 67 of the Building Act 2004 to building code clause |  |  |  | Click to enter text. |
| **(B28) Condition: Section 73 – Hazard:** The CODC shall notify the Registrar General of the land, pursuant to Section 73(1) of the Building Act 2004, that the consent has been issued under Section 72 of the Act as the land is subject to, or likely to be subject to, a hazard as defined by Section 71(3) of the Act. In this case the hazard is erosion, falling debris, subsidence, inundation, slippage |  |  |  | Click to enter text. |
| **(B25) Condition: Section 75 – Building Across Allotments:** A certificate pursuant to Section 77 of the Building Act 2004 is to be registered against the title to each of the allotments over which the building is to be constructed prohibiting any of those allotments from being transferred or leased except in conjunction with each of the others. |  |  |  | Click to enter text. |
| **Section 90 Inspections**: By building consent authorities (default on all consents) |  |  |  |  |

### Advice Notes: Miscellaneous

| COUNCIL USE ONLY | YES | N/A | RFI |  |
| --- | --- | --- | --- | --- |
| **(PB35) NEW RELOCATED BUILDING:** Code Compliance Certificate (CCC) issued by the certifying Building Consent Authority to be provided for the new relocatable building, prior to CCC being issued by CODC for this building consent. |  |  |  | Click to enter text. |
| **(B18) Schedule 1:** This building consent includes some Schedule 1 work for which no fees have been paid. This work will not be inspected and approved by Council and is included for information purposes only. |  |  |  | Click to enter text. |

### Inspections

|  |  |
| --- | --- |
| COUNCIL USE ONLY |  |
| Siting and Foundations  External Drainage  Effluent Disposal/Onsite Wastewater Disposal  Pre-Slab Residential  Structural Blockwork  Heating Appliance  Final |  |

# Council use only – Final Sign off

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| COUNCIL USE ONLY | YES | N/A | RFI |  |
| Building category and classified use correct in MagiQ? |  |  |  | Click to enter text. |
| Has consideration been given to any building methods or product warnings and/or bans? |  |  |  | Click to enter text. |

|  |  |  |  |
| --- | --- | --- | --- |
| REFUSED | I am NOT satisfied ‘on reasonable grounds’that the building consent application demonstrates compliance with the Building Code, and the building consent/amendment application is therefore refused under Section 50 of the Building Act 2004. | | |
| **Processing Officer:** | **Date:** |  |
| **RFI** | I am NOT YET satisfied ‘on reasonable grounds’ that the building consent application demonstrates compliance with the Building Code. A Request for Information (RFI) has been made to the applicant under Section 48 of the Building Act 2004 to aid in my decision making. | | |
| **Processing Officer:** | **Date:** |  |
| APPROVED | I am satisfied ‘on reasonable grounds’ that the building consent application demonstrates compliance with the Building Code, and the building consent/amendment application is approved and ready for granting, as per Section 49 and 51 of the Building Act 2004. | | |
| **Processing Officer:** | **Date:** |  |

# Council use only – peer review (if required)

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Peer Review Sign-off:** | |  | **Date:** |  |
| **Comments:** |  | | | |