



WAIROA DISTRICT COUNCIL

REGULATORY DEPARTMENT

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APPLICATION FOR AMENDMENT TO EXISTING BUILDING CONSENT Section 45(5) building act 2004

By: (office use only) _____

Section One - The Building

Street address/rapid number 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)

| | | |
|--|-----------------|-------------------|
| Lot: | DP: | Sec. No: |
| BLK No: | Val No: | |
| MI No. | BLK name & no | |
| Current, lawfully established, use: (include number of occupants per level and per use if more than one level) | | |
| Existing floor area: | New floor area: | Total Floor Area: |

Section Two - Owner

Name of owner: (include title, e.g. Mr, Miss, Dr if an individual, and the contact person's name if a company, trust or similar)

Mailing address:

Street address/registered office:

Daytime phone number:

Mobile:

Facsimile number:

Email address:

Section Three - Agent (only required if application is being made on behalf of the owner)

Name of agent: (include title, e.g. Mr, Miss, Dr if an individual, and the contact person's name if a company, trust or similar)

Mailing address:

Street address/registered office:

Daytime phone number:

Mobile:

Facsimile number:

Email address:

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

First point of contact:

| | | |
|---|--------------------------------|--------------------------------|
| For communications with the Council: | <input type="checkbox"/> Owner | <input type="checkbox"/> Agent |
| Mail documents/notification of outcome: | <input type="checkbox"/> Owner | <input type="checkbox"/> Agent |
| Debtor: | <input type="checkbox"/> Owner | <input type="checkbox"/> Agent |

Applicants are liable for all fees and charges incurred during the processing of this application.

Section Four - Application

I request that you issue an amendment to existing building consent for the building work described in this application.

Signed by the owner:

Date:

Name:

Signed by the agent

(on behalf of, and with authority from, the owner)

Date:

Name:

Section Five - Amendment to existing consent

Description of proposed amendment: (provide sufficient description of building work to enable scope of work to be fully understood)

Building consent number: (list the consent number and date of issue of the consent to be amended)

Estimated value of the amended work on which the additional levy will be calculated (including gst): (state estimated value as defined in section 7 of the building act 2004)

\$

Will the building work result in a change of use of the building?: ☐ Yes ☐ No

If yes, provide details of the new use:

Section 6 - Building Code Compliance

The building work will comply with the building code as follows: (to be completed by the designer)

| Clause | Means of Compliance | | | | | | |
|---|--|-------------------------------------|--|----------------------------------|----------------------------------|---------------------------------|--|
| Identify which clauses will be involved in the building work. | Refer to relevant compliance document(s) or detail of alternative solution in the plans and specifications. Tick N/A if not applicable. If 'Other' please specify. | | | | | | |
| B1 Structure | <input type="checkbox"/> N/A | <input type="checkbox"/> B1/AS2/AS1 | <input type="checkbox"/> NZS3604 | <input type="checkbox"/> NZS4229 | <input type="checkbox"/> NZS4203 | <input type="checkbox"/> Other: | |
| B2 Durability | <input type="checkbox"/> N/A | <input type="checkbox"/> B2/AS1 | <input type="checkbox"/> NZS3101 | <input type="checkbox"/> NZS3602 | <input type="checkbox"/> NZS3604 | <input type="checkbox"/> Other: | |
| C1-4 Fire | <input type="checkbox"/> N/A | <input type="checkbox"/> C1/AS1 | | | | <input type="checkbox"/> Other: | |
| D1 Access Routes | <input type="checkbox"/> N/A | <input type="checkbox"/> D1/AS1 | <input type="checkbox"/> NZS4121 | | | <input type="checkbox"/> Other: | |
| D2 Mechanical Installations for access | <input type="checkbox"/> N/A | <input type="checkbox"/> D2/AS1 | <input type="checkbox"/> NZS4332 | <input type="checkbox"/> EN81 | <input type="checkbox"/> EN115 | <input type="checkbox"/> Other: | |
| E1 Surface water | <input type="checkbox"/> N/A | <input type="checkbox"/> E1/AS1 | <input type="checkbox"/> AS/NZS3500.3 | | | <input type="checkbox"/> Other: | |
| E2 External moisture | <input type="checkbox"/> N/A | <input type="checkbox"/> E2/AS1 | <input type="checkbox"/> Specific design and testing | | | <input type="checkbox"/> Other: | |
| E3 Internal moisture | <input type="checkbox"/> N/A | <input type="checkbox"/> E3/AS1 | | | | <input type="checkbox"/> Other: | |
| F1 Hazardous agents on site | <input type="checkbox"/> N/A | <input type="checkbox"/> F1/AS1 | | | | <input type="checkbox"/> Other: | |
| F2 Hazardous building materials | <input type="checkbox"/> N/A | <input type="checkbox"/> F2/AS1 | <input type="checkbox"/> NZS4223 | | | <input type="checkbox"/> Other: | |

| Clause | | Means of Compliance | | | | | | | | | | | |
|--------|-------------------------------------|--------------------------|-----|--------------------------|---------|--------------------------|---|--------------------------|-------------------|--------------------------|---------|--------------------------|--------|
| F3 | Hazardous substances etc | <input type="checkbox"/> | N/A | <input type="checkbox"/> | F3/AS1 | | | | | | | <input type="checkbox"/> | Other: |
| F4 | Safety from falling | <input type="checkbox"/> | N/A | <input type="checkbox"/> | F4/AS1 | <input type="checkbox"/> | FSP Act | | | | | <input type="checkbox"/> | Other: |
| F5 | Constructions & demolitions hazards | <input type="checkbox"/> | N/A | <input type="checkbox"/> | F5/AS1 | | | | | | | <input type="checkbox"/> | Other: |
| F6 | Lighting for emergency | <input type="checkbox"/> | N/A | <input type="checkbox"/> | F6/AS1 | | | | | | | <input type="checkbox"/> | Other: |
| F7 | Warning systems | <input type="checkbox"/> | N/A | <input type="checkbox"/> | F7/AS1 | <input type="checkbox"/> | AS/NZS1668 | <input type="checkbox"/> | NZS4512 | <input type="checkbox"/> | NZS4515 | <input type="checkbox"/> | Other: |
| F8 | Signs | <input type="checkbox"/> | N/A | <input type="checkbox"/> | F8/AS1 | | | | | | | <input type="checkbox"/> | Other: |
| G1 | Personal hygiene | <input type="checkbox"/> | N/A | <input type="checkbox"/> | G1/AS1 | | | | | | | <input type="checkbox"/> | Other: |
| G2 | Laundering | <input type="checkbox"/> | N/A | <input type="checkbox"/> | G2/AS1 | | | | | | | <input type="checkbox"/> | Other: |
| G3 | Food preparation etc | <input type="checkbox"/> | N/A | <input type="checkbox"/> | G3/AS1 | | | | | | | <input type="checkbox"/> | Other: |
| G4 | Ventilation | <input type="checkbox"/> | N/A | <input type="checkbox"/> | G4/AS1 | <input type="checkbox"/> | AS1668.2 | | | | | <input type="checkbox"/> | Other: |
| G5 | Interior environment | <input type="checkbox"/> | N/A | <input type="checkbox"/> | G5/AS1 | | | | | | | <input type="checkbox"/> | Other: |
| G6 | Airborne and impact sound | <input type="checkbox"/> | N/A | <input type="checkbox"/> | G6/AS1 | | | | | | | <input type="checkbox"/> | Other: |
| G7 | Natural light | <input type="checkbox"/> | N/A | <input type="checkbox"/> | G7/AS1 | | | | | | | <input type="checkbox"/> | Other: |
| G8 | Artificial light | <input type="checkbox"/> | N/A | <input type="checkbox"/> | G8/AS1 | <input type="checkbox"/> | NZS6703 | | | | | <input type="checkbox"/> | Other: |
| G9 | Electricity | <input type="checkbox"/> | N/A | <input type="checkbox"/> | G9/AS1 | | | | | | | <input type="checkbox"/> | Other: |
| G10 | Piped services | <input type="checkbox"/> | N/A | <input type="checkbox"/> | G10/AS1 | <input type="checkbox"/> | NZS5261 | | | | | <input type="checkbox"/> | Other: |
| G11 | Gas as an energy source | <input type="checkbox"/> | N/A | <input type="checkbox"/> | G11/AS1 | | | | | | | <input type="checkbox"/> | Other: |
| G12 | Water supplies | <input type="checkbox"/> | N/A | <input type="checkbox"/> | G12/AS1 | <input type="checkbox"/> | AS/NZS3500.1 | <input type="checkbox"/> | AS/NZS3500.4 | | | <input type="checkbox"/> | Other: |
| G13 | Foul water | <input type="checkbox"/> | N/A | <input type="checkbox"/> | G13/AS1 | <input type="checkbox"/> | AS/NZS3500.2 | <input type="checkbox"/> | BS5572 | | | <input type="checkbox"/> | Other: |
| G14 | Industrial liquid waste | <input type="checkbox"/> | N/A | <input type="checkbox"/> | G14/AS1 | | | | | | | <input type="checkbox"/> | Other: |
| G15 | Solid waste | <input type="checkbox"/> | N/A | <input type="checkbox"/> | G15/AS1 | | | | | | | <input type="checkbox"/> | Other: |
| H1 | Energy | <input type="checkbox"/> | N/A | <input type="checkbox"/> | H1/AS1 | <input type="checkbox"/> | NZS4214 <input type="checkbox"/> NZS4243 | <input type="checkbox"/> | ALF Design Manual | | | <input type="checkbox"/> | Other: |

Waiver/modification/alternative solution to nz building code required for following parts of code: *(state nature of waiver or modification of building code required)*

Section 7 - Licensed building practitioner: **if applicable, please provide as much details as possible*

| | | |
|---|------------|---------------|
| Designer: <i>(business/name)</i> | Landline: | Mobile: |
| Address: | Facsimile: | LBP No: |
| Builder: <i>(business/name)</i> | Landline: | Mobile: |
| Address: | Facsimile: | LBP No: |
| Cladding installer <i>(business/name)</i> | Landline: | Mobile: |
| Address: | Facsimile: | LBP No: |
| Roofer: <i>(business/name)</i> | Landline: | Mobile: |
| Address: | Facsimile: | LBP No: |
| Electrician: <i>(business/name)</i> | Landline: | Mobile: |
| Address: | Facsimile: | Registration: |
| Gasfitter: <i>(business/name)</i> | Landline: | Mobile: |
| Address: | Facsimile: | Registration: |
| Plumber: <i>(business/name)</i> | Landline: | Mobile: |
| Address: | Facsimile: | Registration: |
| Drainlayer: <i>(business/name)</i> | Landline: | Mobile: |
| Address: | Facsimile: | Registration: |

Other: (business/name)

Landline:

Mobile:

Address:

Facsimile:

LBP No:

Section Eight - Compliance Schedule Details

Specified systems are defined in regulations; if you are not sure whether your building has specified systems, talk to the BCA or your architect.

- ☐ The specified systems for the building are as follows: (complete table below).
- ☐ The following specified systems are being altered, added to, or removed in the course of the building work: (complete table below).
- ☐ A compliance schedule is required for the cable car system.
- ☐ No compliance schedule is required if there are no specified systems in the building.

Existing OR new/altered

- | | | | |
|--------------------------|--------------------------|-----|---|
| <input type="checkbox"/> | <input type="checkbox"/> | 1 | Automatic systems for re-suppression e.g. sprinklers |
| <input type="checkbox"/> | <input type="checkbox"/> | 2 | Automatic or manual emergency warning systems for fire or other dangers |
| <input type="checkbox"/> | <input type="checkbox"/> | 3 | Electromagnetic or automatic doors or windows (e.g. ones that close on alarm activation) |
| <input type="checkbox"/> | <input type="checkbox"/> | 3/1 | Automatic doors |
| <input type="checkbox"/> | <input type="checkbox"/> | 3/2 | Access controlled doors |
| <input type="checkbox"/> | <input type="checkbox"/> | 3/3 | Interfaced fire or smoke doors or windows |
| <input type="checkbox"/> | <input type="checkbox"/> | 4 | Emergency lighting systems |
| <input type="checkbox"/> | <input type="checkbox"/> | 5 | Escape route pressurisation systems |
| <input type="checkbox"/> | <input type="checkbox"/> | 6 | Riser mains for use by fire service |
| <input type="checkbox"/> | <input type="checkbox"/> | 7 | Any automatic backflow preventer connected to a potable water supply |
| <input type="checkbox"/> | <input type="checkbox"/> | 8 | Lifts, escalators, travelators or other systems for moving people or goods within buildings |
| <input type="checkbox"/> | <input type="checkbox"/> | 8/1 | Passenger carrying lifts |
| <input type="checkbox"/> | <input type="checkbox"/> | 8/2 | Service lifts |
| <input type="checkbox"/> | <input type="checkbox"/> | 8/3 | Escalators & moving walkways |
| <input type="checkbox"/> | <input type="checkbox"/> | 9 | Mechanical ventilation or air conditioning systems |
| <input type="checkbox"/> | <input type="checkbox"/> | 10 | Building maintenance units for providing access to the exterior and interior walls of buildings |

Existing OR new/altered

- | | | | |
|--------------------------|--------------------------|------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | 11 | Laboratory fume cupboards |
| <input type="checkbox"/> | <input type="checkbox"/> | 12 | Audio loops or other assistive listening systems |
| <input type="checkbox"/> | <input type="checkbox"/> | 12/1 | Audio Loops |
| <input type="checkbox"/> | <input type="checkbox"/> | 12/2 | FM systems & infrared beam transmission systems |
| <input type="checkbox"/> | <input type="checkbox"/> | 13 | Smoke control systems |
| <input type="checkbox"/> | <input type="checkbox"/> | 13/2 | Natural smoke control |
| <input type="checkbox"/> | <input type="checkbox"/> | 13/3 | Smoke curtains |
| <input type="checkbox"/> | <input type="checkbox"/> | 14 | Emergency power systems for, or signs relating to a system or feature specified in clauses 1 to 13 |
| <input type="checkbox"/> | <input type="checkbox"/> | 14/1 | Emergency power systems relating to system in clauses 1-13 |
| <input type="checkbox"/> | <input type="checkbox"/> | 14/2 | Signs relating to a system specified in clauses 1-13 |
| <input type="checkbox"/> | <input type="checkbox"/> | 15 | Any of the following systems, that form part of a building's means of escape and so long as those means also contain any or all of the systems or features specified in 1-6, 9 & 13: |
| <input type="checkbox"/> | <input type="checkbox"/> | 15/1 | Systems to communicate spoken info to facilitate evacuation 15/2 Final exits |
| <input type="checkbox"/> | <input type="checkbox"/> | 15/3 | Fire separations |
| <input type="checkbox"/> | <input type="checkbox"/> | 15/4 | Signs for communicating information to facilitate evacuation 15/5 Smoke separations |

Section nine - Attachments

The following plans and specifications are attached to this application: (All plans and specifications must meet the minimum requirements set out in the regulations or required by the building consent authority). Include two copies of plans and specifications. Amendments can be marked with a balloon and/or highlighted).

- | | |
|--|--|
| <input type="checkbox"/> Site Plan: (2 copies) | <input type="checkbox"/> Alt. Solutions proof of compliance |
| <input type="checkbox"/> Construction Drawings: (2 copies) | <input type="checkbox"/> Sewerage Assessment |
| <input type="checkbox"/> Specifications: (2 copies) | <input type="checkbox"/> Fire Design |
| <input type="checkbox"/> Drainage Plan: (2 copies) | <input type="checkbox"/> Solid Fuel Heater: Installation Instructions & floor plan |
| <input type="checkbox"/> E2 Risk Assessment | <input type="checkbox"/> Other: |

Amendment Information

Application acceptance:

Your application can only be accepted in certain circumstances:

- Additional separate structures must be ancillary (non-habitable) buildings.
- Amendments outside the building line must be within 12 months of the consent issue date.
- Amendments inside the building line must be within 24 months of consent issue.
- Amendments to "Minor" building consents must not exceed the value or scope for applications of this type.
- Applications can not be accepted where the CCC has been issued.

If the application does not meet the above requirements you must apply for a separate (new) building consent.

Application processing:

Regulations require applications to be processed within 20 working days (excluding suspension, if additional information is required). However, Council will take all possible steps to ensure your application is processed with due priority. To avoid delays in processing your application, please ensure this form is signed, completed correctly and has all relevant documents attached.

Application approval:

Your application must be approved BEFORE the building work is carried out. You will be advised in writing of the application outcome. An invoice will be generated where charges apply for additional fees/levies or inspections. Approved amended consent documents and plans will be sent to you. These documents must be stored on site.

For Council Office Use Only

| Order/Officer | Officers name | Date received |
|---------------------------------------|---------------|---------------|
| <input type="checkbox"/> Received by | | |
| <input type="checkbox"/> Lodged by | | |
| <input type="checkbox"/> Processed by | | |

Method received: ☐ Email ☐ Mail ☐ Counter