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**PROJECT NO:**

Due date:

**DATE RECEIVED:**

**FORM 2: BUILDING CONSENT AND / OR  
 PROJECT INFORMATION MEMORANDUM APPLICATION**

**THE APPLICATION**

**Building consent applications** can now be lodged online at <https://consents-westcoast.abcs.co.nz>. You still need to pay a deposit and this can be done by internet banking referencing the applicant name and site address to which the building work relates. **Hard copy applications** will still be accepted.

I request that you issue a:

- Building Consent  Project Information Memorandum only (PIM)  
 Building Consent only for existing PIM No : \_\_\_\_\_ (attach copy)  
 Building Consent AND Project Information Memorandum

**THE BUILDING**

**Site/Location Address:** (or Rapid Number if applicable):

**Current lawfully established use:**

**Legal Description:**

**Is this a staged consent?**  Yes  No

If yes, state number of stages: \_\_\_\_\_

**Valuation Roll Number:**

**List Building Consents previously issued for this site:**

**Building Name if applicable:**

**THE PROJECT**

**Description of building work:**

**Will the work result in a Change of Use of the Building?**

Yes  No **If Yes**, provide detail of new use:

Estimated Value (incl GST) \_\_\_\_\_

**Total Floor Area** (all floors included):

Existing \_\_\_\_\_m<sup>2</sup> New \_\_\_\_\_m<sup>2</sup>

**Intended life of the building:**

Number of levels: \_\_\_\_\_ Level/Unit No: \_\_\_\_\_

- Indefinite but not less than 50 years; OR  
 Demolition; OR  
 Specified as \_\_\_\_\_ years

Approximate year building was first constructed: \_\_\_\_\_

**THE OWNER**

**Evidence of ownership attached:**

- Certificate of Title  Lease Agreement  
 Sale & Purchase Agreement  Other

**THE AGENT**

If this section is completed, the **Agent** will be the first point of contact for communications with Council and will receive all correspondence **including all invoices and consent documents.**

Owners Name:

Agent's Name

Contact person:  
(if owner is not an individual)

Contact person:

Mailing Address:

Mailing/Billing Address:

Street Address/Registered Office

Street Address/Registered Office

E-mail address:

E-mail address:

**PHONE**

Day:

**PHONE**

Day:

Mobile:

Mobile:

After hours:

After hours:

Fax:

Fax:

**RESTRICTED BUILDING WORK**

Will the building work include any restricted building work?  Yes  No

If Yes, is Owner-Builder carrying out the work?

Yes A Statutory Declaration as to Owner-Builder Status (Form 2B) must be attached.

No A Certificate of Design Work (Form 2A) must be attached and details provided below of all licensed building practitioners who will be involved in carrying out or supervising the restricted building work. If Licensed Building Practitioner (LBP) details are unknown at the time of application, they must be supplied before the work begins.

**KEY PERSONNEL (Designer/Tradesmen)**

Full Name and <u>Contact Phone or Email address</u>	Licensing Class	LBP number or registration no. if treated as being licensed under S291 of the Act

**REQUIRED ATTACHMENTS (as applicable)**

The following documents are attached to this application:

- One set of plans and specifications (which must meet the minimum requirements as set out in the regulations for building consent applications)
- Proof of Ownership: Recent Certificate of Title / sale & purchase agreement / Lease Agreement / current Rates demand. A subdivision scheme plan is required for a new site where Title is not yet available.
- Supporting Documents/Specifications
- Memoranda from licensed building practitioners (LBPs) who carried out or supervised an design work (Restricted Building Work only)
- Project Information Memorandum (PIM)
- Development Contribution Notice (Note: Buller District Council does not currently charge Development Contributions)
- Certificate attached to PIM

**Note if all required information is not provided your application will be put on HOLD until it is received.**

**SIGNATURE**

**Note: if Agent, state details of authorisation from owner to make application on owner's behalf.**

We require our plans and/or specifications to remain confidential

Owner

Agent

\_\_\_\_\_  
Signed by or for and on behalf of the Owner

\_\_\_\_\_  
Date

**BUILDING CODE ASSESSMENT** (note that a project may include both Acceptable and Alternative solutions)

Building Code Clause		Means of Compliance		
		Acceptable Solution	Alternative Solution <i>(details verifying compliance are required)</i>	Waiver/Modification? <i>(If yes, provide details for justification of acceptance)</i>
B1	Structure			
B2	Durability			
C1	Protection from Fire			
C2	Prevention of fire occurring			
C3	Fire affecting areas beyond the fire source			
C4	Movement to place of safety			
C5	Access and safety for fire fighting operations			
C6	Structural stability			
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 and processes			
F4	Safety from falling			
F5	Construction and demolition hazards			
F6	Lighting for emergency			
F7	Warning systems			
F8	Signs			
F9	Access to residential pools			
G1	Personal hygiene			
G2	Laundering			
G3	Food Prep. & prevention of contamination			
G4	Ventilation			
G5	Interior environment			
G6	Airborne and 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 provisions			

## COMPLIANCE SCHEDULES

	<p><b>Are there, or will there be specified systems in the building?</b></p> <p><input type="checkbox"/> Yes</p> <p><input type="checkbox"/> No</p> <p><b>If yes, please tick the relevant boxes to show which systems are existing, being altered, added or removed in the course of this building work</b></p> <p><b>Detailed specified system descriptions and the proposed inspection, maintenance and reporting procedures for these systems must be identified in the building consent application documentation</b></p>			
		<b>Existing</b>	<b>New or Altered</b>	<b>Removed</b>
<b>SS</b>	<b>Specified System Description</b>			
1	Automatic systems for fire suppression (for example, sprinkler systems)			
2	Automatic or manual emergency warning systems STATE TYPE:			
3/1	Automatic doors			
3/2	Access controlled doors			
3/3	Interfaced fire or smoke doors or windows (incl electromagnetic)			
4	Emergency lighting systems			
5	Escape route pressurisation systems			
6	Riser mains (for fire service use)			
7	Automatic back-flow preventers			
8	Lifts/escalators/travelators/other systems for moving people or goods within buildings (8/1 Passenger lifts, 8/2 Service lift, 8/3 Escalator/moving walks)			
9	Mechanical ventilation or air conditioning systems			
9A	Cooling tower as a part of an air conditioning system			
9B	Cooling tower as part of a processing plant			
10	Building maintenance units			
11	Laboratory fume cupboards			
12	Audio loops or other assistive listening systems			
13	Smoke control systems (13/1 Mechanical smoke control, 13/2 Natural smoke control, 13/3 Smoke curtains)			
14/1	Emergency power systems			
14/2	Signs relating to a system or feature			
15	Means of Escape from Fire			
15/1	<ul style="list-style-type: none"> <li>• Systems for communicating spoken information intended to facilitate evacuation</li> </ul>			
15/2	<ul style="list-style-type: none"> <li>• Final exit (as defined by A2 of the Building Code)</li> </ul>			
15/3	<ul style="list-style-type: none"> <li>• Fire separations</li> </ul>			
15/4	<ul style="list-style-type: none"> <li>• Signs for communicating information intended to facilitate evacuation</li> </ul>			
15/5	<ul style="list-style-type: none"> <li>• Smoke separations</li> </ul>			
16	<ul style="list-style-type: none"> <li>• Cable cars</li> </ul>			

<b>Maximum Occupant Load</b>		<b>Risk Group</b>	
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### Internal office use only

#### RECEIVED

Officer:		Deposit paid:	
Date received:		Receipt:	

## Declaration to Accompany Application for Building Consent and Certificate of Acceptance

**This Declaration MUST be completed, signed and submitted with your application**

Will any building on site be used for commercial and/or industrial purposes? Yes  No

**If 'Yes', please provide details (continue on a separate page if required):**

.....

.....

.....

The **National Environmental Standard for Assessing and Managing Contaminants in Soil to Protect Human Health (NES)** applies to particular activities on a piece of land where an activity or industry described in the current edition of the **Hazardous Activities and Industries List (HAIL)** is being undertaken, has been undertaken, or it is more likely than not that it is being or has been undertaken.

The **HAIL** and other useful information about the **NES**, including a *User's Guide on the NES*, can be found on the Ministry for the Environment's website, <http://www.mfe.govt.nz/land/nas-assessing-and-managing-contaminants-soil-protect-human-health/about-nas>. A copy of the current **HAIL** is attached.

**To help determine whether or not the NES will apply to your activity please answer the following:**

Is an activity described on the <b>HAIL</b> currently being undertaken on the piece of land to which this application applies?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Has an activity described on the <b>HAIL</b> ever been undertaken on the piece of land to which this application applies?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Is it more likely than not that an activity described on the <b>HAIL</b> is being or has been undertaken on the piece of land to which this application applies?	Yes <input type="checkbox"/> No <input type="checkbox"/>

**If 'Yes' to ANY of the above, then the NES may apply. Please answer the following:**

Is the activity you propose to undertake removing or replacing a fuel storage system or parts of it?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Is the activity you propose to undertake sampling soil?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Is the activity you propose to undertake disturbing soil?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Is the activity you propose to undertake subdividing land?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Is the activity you propose to undertake changing the use of the land?	Yes <input type="checkbox"/> No <input type="checkbox"/>

**If 'Yes' to ANY of the above activities, then the NES is likely to apply.**

For further information about the **NES** and what is required please contact Council's Planning Department on (03) 788 9603 or [planning@bdc.govt.nz](mailto:planning@bdc.govt.nz).

I hereby certify that to the best of my knowledge and belief, the information given in this form is true and correct.

**Applicant's Signature:** (or person authorized to sign on applicant's behalf)

\_\_\_\_\_

*Signature* *Name (please print)* *Date*



## Hazardous Activities and Industries List (HAIL)

October 2011

### **A Chemical manufacture, application and bulk storage**

1. Agrichemicals including commercial premises used by spray contractors for filling, storing or washing out tanks for agrichemical application
2. Chemical manufacture, formulation or bulk storage
3. Commercial analytical laboratory sites
4. Corrosives including formulation or bulk storage
5. Dry-cleaning plants including dry-cleaning premises or the bulk storage of dry-cleaning solvents
6. Fertiliser manufacture or bulk storage
7. Gasworks including the manufacture of gas from coal or oil feedstocks
8. Livestock dip or spray race operations
9. Paint manufacture or formulation (excluding retail paint stores)
10. Persistent pesticide bulk storage or use including sport turfs, market gardens, orchards, glass houses or spray sheds
11. Pest control including the premises of commercial pest control operators or any authorities that carry out pest control where bulk storage or preparation of pesticide occurs, including preparation of poisoned baits or filling or washing of tanks for pesticide application
12. Pesticide manufacture (including animal poisons, insecticides, fungicides or herbicides) including the commercial manufacturing, blending, mixing or formulating of pesticides
13. Petroleum or petrochemical industries including a petroleum depot, terminal, blending plant or refinery, or facilities for recovery, reprocessing or recycling petroleum-based materials, or bulk storage of petroleum or petrochemicals above or below ground
14. Pharmaceutical manufacture including the commercial manufacture, blending, mixing or formulation of pharmaceuticals, including animal remedies or the manufacturing of illicit drugs with the potential for environmental discharges
15. Printing including commercial printing using metal type, inks, dyes, or solvents (excluding photocopy shops)
16. Skin or wool processing including a tannery or fellmongery, or any other commercial facility for hide curing, drying, scouring or finishing or storing wool or leather products
17. Storage tanks or drums for fuel, chemicals or liquid waste
18. Wood treatment or preservation including the commercial use of anti-sapstain chemicals during milling, or bulk storage of treated timber outside

### **B Electrical and electronic works, power generation and transmission**

1. Batteries including the commercial assembling, disassembling, manufacturing or recycling of batteries (but excluding retail battery stores)
2. Electrical transformers including the manufacturing, repairing or disposing of electrical transformers or other heavy electrical equipment
3. Electronics including the commercial manufacturing, reconditioning or recycling of computers, televisions and other electronic devices
4. Power stations, substations or switchyards

### **C Explosives and ordnance production, storage and use**

1. Explosive or ordnance production, maintenance, dismantling, disposal, bulk storage or re-packaging
2. Gun clubs or rifle ranges, including clay targets clubs that use lead munitions outdoors
3. Training areas set aside exclusively or primarily for the detonation of explosive ammunition

### **D Metal extraction, refining and reprocessing, storage and use**

1. Abrasive blasting including abrasive blast cleaning (excluding cleaning carried out in fully enclosed booths) or the disposal of abrasive blasting material
2. Foundry operations including the commercial production of metal products by injecting or pouring molten metal into moulds

3. Metal treatment or coating including polishing, anodising, galvanising, pickling, electroplating, or heat treatment or finishing using cyanide compounds
4. Metalliferous ore processing including the chemical or physical extraction of metals, including smelting, refining, fusing or refining metals
5. Engineering workshops with metal fabrication

**E Mineral extraction, refining and reprocessing, storage and use**

1. Asbestos products manufacture or disposal including sites with buildings containing asbestos products known to be in a deteriorated condition
2. Asphalt or bitumen manufacture or bulk storage (excluding single-use sites used by a mobile asphalt plant)
3. Cement or lime manufacture using a kiln including the storage of wastes from the manufacturing process
4. Commercial concrete manufacture or commercial cement storage
5. Coal or coke yards
6. Hydrocarbon exploration or production including well sites or flare pits
7. Mining industries (excluding gravel extraction) including exposure of faces or release of groundwater containing hazardous contaminants, or the storage of hazardous wastes including waste dumps or dam tailings

**F Vehicle refuelling, service and repair**

1. Airports including fuel storage, workshops, washdown areas, or fire practice areas
2. Brake lining manufacturers, repairers or recyclers
3. Engine reconditioning workshops
4. Motor vehicle workshops
5. Port activities including dry docks or marine vessel maintenance facilities
6. Railway yards including goods-handling yards, workshops, refuelling facilities or maintenance areas
7. Service stations including retail or commercial refuelling facilities
8. Transport depots or yards including areas used for refuelling or the bulk storage of hazardous substances

**G Cemeteries and waste recycling, treatment and disposal**

1. Cemeteries
2. Drum or tank reconditioning or recycling
3. Landfill sites
4. Scrap yards including automotive dismantling, wrecking or scrap metal yards
5. Waste disposal to land (excluding where biosolids have been used as soil conditioners)
6. Waste recycling or waste or wastewater treatment

**H Any land that has been subject to the migration of hazardous substances from adjacent land in sufficient quantity that it could be a risk to human health or the environment**

**I Any other land that has been subject to the intentional or accidental release of a hazardous substance in sufficient quantity that it could be a risk to human health or the environment**