



**APPLICATION FOR PROJECT INFORMATION
MEMORANDUM AND/OR BUILDING CONSENT**

(Section 33 or Section 45 of the Building Act 2004)

BA Form 2

Version 4

July 2008

Send or deliver your application to:
Building Advisory Services, Timaru District Council,
2 King George Place, P O Box 522, Timaru

Telephone: (03) 687 7200
Fax: (03) 687 7209
Email: enquiry@timdc.govt.nz
Web: www.timaru.govt.nz

Application No:

A THE BUILDING (project location)

Street or road address of building:

.....
.....
.....
.....

Legal description of land where building is located:

(state legal description as at the date of application and, if the land is proposed to be subdivided, include details of relevant lot numbers and subdivision consent)

Valuation number:

Zone:

Lot: DP:

Section:

Building name: (if applicable)

.....
.....

Location of building within site: (include nearest street access)

.....
.....

Number of levels: (include ground level and any levels below ground)

.....

Level/Unit Number: (if applicable)

.....

Area: total floor area (indicate area affected by the building work if less than the total area)

.....

Current, lawfully established, use: (include number of occupants per level and per use if more than 1 level)

.....

Year first constructed (insert year, approximate date is acceptable eg 1920s or 1960-1970)

.....

Date Stamp - Office Use

B THE OWNER

Name of owner: (include preferred form of title, eg, Mr, Miss, Dr, if an individual)

.....

Contact person: (only required if different from owner)

.....

Mailing address:

.....
.....

Street address/Registered office:

.....
.....

Contact details:

Landline number:

Mobile number:

Daytime number:

After hours number:

Facsimile number:

Email address:

Please attach one of the following as evidence of ownership to this application:

- copy of certificate of title, lease, agreement for sale and purchase, or other document showing full name of legal owner(s) of the building.

APPLICATIONS WILL NOT BE ACCEPTED WITH INCOMPLETE DOCUMENTATION

C AGENT

C AGENT

(only required if application is being made on behalf of the owner, delete if not applicable)

Name of agent:
.....
.....

Contact person:
.....
.....

Mailing address:
.....
.....
.....

Street address/Registered office:
.....
.....
.....

Contact details:
Landline number: Mobile number:
Daytime number: After hours number:
Facsimile number: Email address:

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

First point of contact: (state full name, mailing address, phone numbers and email address)
Name of contact:
Mailing address:
Landline number: Mobile number:
Daytime number: After hours number:
Facsimile number: Email address:

D THE APPLICATION

D THE APPLICATION

I request that you issue a Project Information Memorandum Building Consent for the building work described in this application (tick one or both, if a Project Information Memorandum has not already been obtained).

Signed by the owner, OR
Signature:
Name:
Date:

Signed by the agent (on behalf of, or with authority from, the owner)
Signature:
Name:
Date:

E THE PROJECT

E THE PROJECT

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

Will the building work result in a change of use of the building:
 Yes No
If yes, provide details of the new use:
.....
.....

Intended life of the building if less than 50 years: (No of years)
.....
List building consents previously issued for this project (if any):
(list who issued the consent, the date of issue and the consent number)
.....
.....

Estimated value of the building work on which the building levy will be calculated (including GST):
(state estimated value as defined in section 7 of the Building Act 2004)
\$

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F PROJECT INFORMATION MEMORANDUM

(must be completed unless a Project Information Memorandum has already been obtained)

F PIM

The following matters are involved in the project: (tick boxes applicable)

- Subdivision
- Alterations to land contours
- New or altered connections to public utilities
- New or altered locations and/or external dimensions of buildings
- New or altered access for vehicles, including parking
- Building work over or adjacent to any road or public place
- Disposal of stormwater and wastewater
- Building work over any existing drains or sewers or in close proximity to wells or water mains
- Other matters known to the applicant that may require authorisations from the territorial authority
..... (specify)

G BUILDING CONSENT (delete this section if this is an application for a project information memorandum only)

The following plans and specifications are attached to this application: (tick boxes applicable)

- specifications plans calculations producer statements
- other (specify)

Refer to, complete and submit the following information sheets with this application.

- PS-04.1A for Residential Building Work
- PS-04.1B for Commercial/Industrial Building Work (including minor commercial work, eg fire alarms, fire protection)

Refer to PS-04.1A and PS-04.1B for any additional sheets that may also be required.

(All plans and specifications must meet the 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:

Tick relevant boxes

G BUILDING CONSENT

Clause <i>(which of the following clauses will be involved in the proposed work?)</i>	Means of compliance <i>(refer to the relevant compliance document(s) or detail of alternative solution in the plans and specifications)</i>	Waiver/modification required <i>(state nature of waiver or modification of building code required, if not applicable put NA)</i>
<input type="checkbox"/> B1 Structure	<input type="checkbox"/> NZS1900 11.2 <input type="checkbox"/> NZS3604 <input type="checkbox"/> NZS1170 <input type="checkbox"/> NZS4229 <input type="checkbox"/> Other..... (specify)	
<input type="checkbox"/> B2 Durability	<input type="checkbox"/> B2/AS1 <input type="checkbox"/> NZS3101 <input type="checkbox"/> NZS3602 <input type="checkbox"/> NZS3604 <input type="checkbox"/>Other	
<input type="checkbox"/> C1 Outbreak of fire	<input type="checkbox"/> C/AS1 <input type="checkbox"/> Other (specify)	
<input type="checkbox"/> C2 Means of escape	<input type="checkbox"/> C/AS1 <input type="checkbox"/> Other (specify)	
<input type="checkbox"/> C3 Spread of fire	<input type="checkbox"/> C/AS1 <input type="checkbox"/> Other (specify)	
<input type="checkbox"/> C4 Structural stability during fire	<input type="checkbox"/> C/AS1 <input type="checkbox"/> Other (specify)	
<input type="checkbox"/> D1 Access routes	<input type="checkbox"/> D1/AS1 <input type="checkbox"/> NZS4121 Other (specify)	
<input type="checkbox"/> D2 Mechanical installations for access	<input type="checkbox"/> D2/AS1 <input type="checkbox"/> NZS4332 <input type="checkbox"/> EN81 <input type="checkbox"/> EN115 <input type="checkbox"/> Other (specify)	
<input type="checkbox"/> E1 Surface water	<input type="checkbox"/> E1/AS1 <input type="checkbox"/> AS/NZS3500.3 <input type="checkbox"/>Other	
<input type="checkbox"/> E2 External moisture	<input type="checkbox"/> E2/AS1 <input type="checkbox"/> Specific design and testing	
<input type="checkbox"/> E3 Internal moisture	<input type="checkbox"/> E3/AS1 <input type="checkbox"/> Other (specify)	
<input type="checkbox"/> F1 Hazardous agents on site	<input type="checkbox"/> F1/AS1 <input type="checkbox"/> Other (specify)	
<input type="checkbox"/> F2 Hazardous building materials	<input type="checkbox"/> F2/AS1 <input type="checkbox"/> NZS4223 <input type="checkbox"/>Other	
<input type="checkbox"/> F3 Hazardous substances and processes	<input type="checkbox"/> F3/AS1 <input type="checkbox"/> Other (specify)	

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G BUILDING CONSENT	<input type="checkbox"/> F4 Safety from falling	<input type="checkbox"/> F4/AS1 <input type="checkbox"/> FSP Act <input type="checkbox"/> Other(specify)	
	<input type="checkbox"/> F5 Construction and demolition hazards	<input type="checkbox"/> F5/AS1 <input type="checkbox"/> Other(specify)	
	<input type="checkbox"/> F6 Lighting for emergency	<input type="checkbox"/> F6/AS1 <input type="checkbox"/> Other(specify)	
	<input type="checkbox"/> F7 Warning systems	<input type="checkbox"/> F7/AS1 <input type="checkbox"/> NZS4512 <input type="checkbox"/> Other(specify)	
	<input type="checkbox"/> F8 Signs	<input type="checkbox"/> F8/AS1 <input type="checkbox"/> Other(specify)	
	<input type="checkbox"/> G1 Personal hygiene	<input type="checkbox"/> G1/AS1 <input type="checkbox"/> Other(specify)	
	<input type="checkbox"/> G2 Laundering	<input type="checkbox"/> G2/AS1 <input type="checkbox"/> Other.....(specify)	
	<input type="checkbox"/> G3 Food preparation and prevention of contamination	<input type="checkbox"/> G3/AS1 <input type="checkbox"/> Other(specify)	
	<input type="checkbox"/> G4 Ventilation	<input type="checkbox"/> G4/AS1 <input type="checkbox"/> AS1668.2 <input type="checkbox"/> Other(specify)	
	<input type="checkbox"/> G5 Interior environment	<input type="checkbox"/> G5/AS1 <input type="checkbox"/> Other(specify)	
	<input type="checkbox"/> G6 Airborne and impact sound	<input type="checkbox"/> G6/AS1 <input type="checkbox"/> Other(specify)	
	<input type="checkbox"/> G7 Natural light	<input type="checkbox"/> G7/AS1 <input type="checkbox"/> Other(specify)	
	<input type="checkbox"/> G8 Artificial light	<input type="checkbox"/> G8/AS1 <input type="checkbox"/> NZS6703 <input type="checkbox"/> Other(specify)	
	<input type="checkbox"/> G9 Electricity	<input type="checkbox"/> G9/AS1 <input type="checkbox"/> Other(specify)	
	<input type="checkbox"/> G10 Piped services	<input type="checkbox"/> G10/AS1 <input type="checkbox"/> NZS5261 <input type="checkbox"/> Other (specify)	
	<input type="checkbox"/> G11 Gas as an energy source	<input type="checkbox"/> G11/AS1 <input type="checkbox"/> Other(specify)	
	<input type="checkbox"/> G12 Water supplies	<input type="checkbox"/> G12/AS1 <input type="checkbox"/> AS/NZS3500.1 <input type="checkbox"/> AS/NZS3500.4 <input type="checkbox"/> Other(specify)	
<input type="checkbox"/> G13 Foul water	<input type="checkbox"/> G13/AS1 <input type="checkbox"/> AS/NZS3500.2 <input type="checkbox"/> BS5572 <input type="checkbox"/> Other(specify)		
<input type="checkbox"/> G14 Industrial liquid waste	<input type="checkbox"/> G14/AS1 <input type="checkbox"/> Other(specify)		
<input type="checkbox"/> G15 Solid waste	<input type="checkbox"/> G15/AS1 <input type="checkbox"/> Other(specify)		
<input type="checkbox"/> H1 Energy efficiency	<input type="checkbox"/> H1/AS1 <input type="checkbox"/> NZS4218 <input type="checkbox"/> NZS4243 <input type="checkbox"/> ALF Design Manual <input type="checkbox"/> NZS4214 <input type="checkbox"/> Other(specify)		

H COMPLIANCE SCHEDULE *(delete this section if this is an application for a project information memorandum only)*

Specified systems are defined in regulations:

The specified systems for the building are as follows (complete and submit PS-04.1D).

The specified systems are being altered, added to, or removed in the course of the building work (complete and submit PS-04.1D).

There are no specified systems in the building.

I IMPORTANT INFORMATION

The information you have provided on this form is required so that your PIM/building consent application can be processed under the Building Act 2004. The Council collates statistics relating to issued building consents and has a statutory obligation to regularly forward these to Statistics NZ. The Council stores the information on a public register which must be supplied (as previously determined by the Ombudsman) to whomsoever requests the information.

Under the Privacy Act 1993 you have the right to see and correct personal information the Council holds about you.

No work shall be commenced (including site work) until the Building Consent is uplifted. Failure to observe this legal requirement may result in enforcement action.

The charges incurred by the Council in processing this application are payable whether the project proceeds or not.

Please check that the forms that you are using are current at the time of application as they may be subject to change without notice.

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