

## **RELOCATING A DWELLING / BUILDING (Information Sheet)**

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A Building Consent is required when you are looking to relocate a building onto a new property or change the location of its current site.

Council needs details of the termination of all services on the old site and any demolition or site works that may be required to move the building.

When you are looking to install a relocated building onto a new site a Building Consent is required for the new building works such as site works, foundations, plumbing and drainage services and any remedial works required by the relocation. Any alterations or additions you are proposing to carry out must also be covered by a Building Consent.

Note: If the place of origin and the new site are in different Territorial Authority areas you will need to apply to **both Territorial Authorities for the various approvals required.**

### **Planning Requirements**

Resource Consent may be required if you are proposing to relocate an existing building on a new site. When considering an application, the Council will have regard to matters such as the age and design of the building; its soundness; its appearance and the suitability of the buildings for its intended use.

### **OTHER CONSIDERATIONS**

#### **Insulation**

Many older dwellings and habitable buildings purchased for relocation do not contain any insulation. The New Zealand Building Code requires all new habitable buildings to be fully insulated to ensure energy efficiency and internal amenity. During relocation is the ideal time to install or upgrade insulation particularly while you have easy access to subfloor areas.

#### **Pile Layout Plan and Fixings**

You must provide a pile layout plan and sub floor bracing calculations with your Building Consent application. The pile layout should show the location of anchor and/or braced piles.

Pile to bearer fixings must also be specified on the documents. You should check the corrosion zone that your property is located in and determine the height the fixings will be in relation to the ground level. NZ3604 requires Stainless Steel fixings to be used in corrosion zone 1 and where fixings are within 600mm of natural ground.

#### **Roof and Walling Fixings**

Please be careful when relocating a building to different areas of the city or district as wind, earthquake or snow loadings may vary from the original property. Upgrading the building to allow for new conditions and to protect your property should be a priority.

#### **Site and Transport Hazards**

It is your responsibility to ensure you have fully checked the transport route and site for any hazards and obtained all necessary approvals from other agencies for the relocation.

The publication *Customer Guide to the Building Consent Process* outlines in detail the information required by Council to process a Building Consent Application.

**Glossary of Terms:**

- DBH – Department of Building and Housing
- LIM – Land Information Memorandum
- PIM – Project Information Memorandum
- Ecan – Environment Canterbury
- NZBC – New Zealand Building Code
- LBP – Licensed Building Practitioner
- OSH – Occupational Safety and Health
- BRANZ – Building Research Association of New Zealand

Useful step-by-step guides can be found at [www.consumerbuild.org.nz](http://www.consumerbuild.org.nz) which can help you to understand the processes required.

**More User Guides in this series are:**

- Customer Guide to the Building Consent Process – IS-000
- Accessory Buildings – IS-103
- Demolition – IS-106
- New Dwelling / Residential Buildings – IS-108
- Transportable Buildings – IS-110
- Fire Code Requirements for SH Purpose Group – IS-112
- Building Code Clauses – IS-114
- Amusement Device – IS-116
- Fencing your Swimming Pool – IS-119
- Fees & Charges – IS-101
- Change of Use – IS-105
- Effluent Disposal – IS-107
- Relocating a Dwelling / Building – IS-109
- Domestic Smoke Alarm Systems for Dwellings – IS-111
- Wet Area Showers – IS-113
- Accessible Facilities – IS-115
- Extension of Time – IS-118
- Solid Fuel / Liquid Fuel Heating Appliance – IS-120

Otherwise visit your friendly Customer Services Officer at Timaru District Council.