

Exempt building work

Information sheet



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If you are considering completing any building work that you believe may not require a building consent, please take notice of the following information. It is important to note that building owners are responsible for ensuring that ALL building work complies with the New Zealand Building Code (whether a building consent is required or not), the Council's District Plan and the Resource Management Act.

Exempt Building Work is building work that is covered by Building Act 2004, Schedule 1, and any subsequent amendments. Exemptions do not provide an approval under the Resource Management Act, or any other Act.

Approval must be sought from the Council if you wish to have an exemption considered under the Building Act 2004, Schedule 1, Clause 2 of Part 1 (a discretionary decision).

If your proposed work is covered by clauses of Schedule 1 (other than Clause 2 of Part 1), then you may still apply to have that work recorded. This will allow a copy of the exemption and plans to be placed on your Council Building File for reference in the future, e.g. if the property should be sold and a Land Information Memorandum (LIM) requested, the information will show on the LIM.

You should complete an Application for Exempt Building Work (BA Form 103 and BA Form 103A for discretionary decision) and return it to the Council with the appropriate fee (see Fees & Charges Information Sheet (IS-101)).

You may also visit the Building Advisory Officer at the Council's main office at 2 King George Place, Timaru for assistance, between the hours of 8.30am and 5.00pm. The phone number is (03) 687 7236.

The Ministry of Building, Innovation, and Employment (MBIE) provides a guidance document on exempt work: <https://www.building.govt.nz/projects-and-consents/planning-a-successful-build/scope-and-design/check-if-you-need-consents/building-consent-exemptions-for-low-risk-work/schedule-1-guidance/>

Application forms and information sheets are available on the Timaru District Council website www.timaru.govt.nz or by visiting:

- Main Council office at 2 King George Place, Timaru
- Geraldine Service Centre, Talbot Street, Geraldine
- Temuka Service Centre, King Street, Temuka

Building Act 2004, Schedule 1 - exempt building work

The Schedule 1 Exempt Building Work legislation can be found on the New Zealand Legislation website: <http://www.legislation.govt.nz/act/public/2004/0072/latest/DLM5770963.html>

Glossary of terms

Description	Term
Ministry of Building, Innovation and Employment	MBIE
Land Information Memorandum	LIM
Project Information Memorandum	PIM
Licensed Building Practitioner	LBP
Building Research Association of New Zealand	BRANZ
Environment Canterbury	ECan
New Zealand Building Code	NZBC
Restricted Building Work	RBW

Other information sheets available

Description	Code
Fees and charges	IS-101
Change of use	IS-105
Demolition	IS-106
Effluent disposal and waste water treatment systems	IS-107
Relocating a dwelling / building	IS-109
Transportable buildings	IS-110
Domestic smoke alarm systems for dwellings	IS-111
Accessible facilities	IS-115
Amusement devices and marquees	IS-116
Essential features of a producer statement	IS-122
Exempt building work	IS-123
Building consent conditions	IS-129

