

Building Consent Application Checklist

- Completed Building Consent Application Form.
- A current copy of the Certificate of Title or Sale & Purchase Agreement for the property.
- A complete Site Plan showing the proposed position of the Garage in relation to legal boundaries and other buildings on the site.
- A complete Floor Plan showing all partitions and intended use of spaces for the building.
- Elevations clearly identifying window and door openings.
- A Cross Section through the Garage detailing the proposed construction type and materials to be used including:-
 - foundation details
 - wall framing
 - rafters / trusses
 - purlin sizes and span
 - lintel sizes
- Construction Details showing fixings and flashings.
- Wall Bracing Plan and Calculations.
- Roof Truss Design.
- Provisions for disposal of storm water and any other drainage work is identified on the documents.
- Written Specifications.
- Engineers verification for Garages outside the scope of NZS3604 (E.g., Versatile, Skyline, Ideal).
- A written schedule confirming the Building Work will comply with the Building Code (Refer to the Building Consent Application Item 38 for required format).



GARAGES A Guide to Applying for Building Consent



Lined Garages

If you intend to line the interior walls of your Garage you will need to include details of the proposed lining materials in the plans and specifications provided for building consent. The approved building consent documentation will state whether your garage is lined or unlined and this information will show on a LIM (Land Information Memorandum). Typically most unlined garages consist of metal cladding fixed to timber framing. Any moisture which penetrates through the cladding joints or around window frames has the ability to dry and any deterioration in the framing can be visually detected before structural failure occurs. If you line the internal walls of your garage this is no longer possible. Hence you may need to install the exterior cladding over a drained and ventilated cavity.

Plumbing & Drainage

Details of storm water disposal including down-pipe size and location/s should be shown on the site plan with an indication of where it discharges to i.e. into an existing/ storm water system or to a soak hole.

Where a project requires existing sewer or storm water drains to be rerouted then full details in the form of a specification and drainage plan are required, stating to which standard the work will be installed to and indicating the extent of the work.

Standard of Documentation

All documentation submitted with your application must be accurately drawn to an appropriate scale for the job, be fully dimensioned and detail all materials to be used.

Specifications for the building work are also required, the specification should further define the building work including details of all materials to be used, finishes, and equipment to be installed. The specification must be specific to the project, it is not acceptable to simply state 'installed to manufacturers instructions', as in many cases product manufacturers have several installation options. Likewise it is not acceptable to make statements such as 'fixed in accordance with NZS3604' as fixing types vary depending on wind loads and often more than one fixing option is provided in the standard. Also if you intend to use an alternative proprietary fixing which is an alternative solution the Building Consent Authority must know exactly what they are approving and can assess your project appropriately.