

	<b>Residential Relocated Building PIM / Building Consent Application Checklist Form 2(RB)</b> (in conjunction with Form 2)	<b>PROJECT NO:</b>  <b>COMPLEXITY:</b>  <b>DATE RECEIVED:</b>
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**Project address:** \_\_\_\_\_

<b>NB: The following is required on application in sufficient detail to show compliance with aspects of the District Plan and the New Zealand Building Code. Please complete this checklist in FULL.</b>  Additional information may be requested during processing of the application.	<b>Supplied</b>	<b>N/A</b>
<b>PIM</b>		
<b>Application form 2 – COMPLETED</b> and signed (ensure mandatory fields are completed)		
<b>Application fee</b> (GST Incl) <ul style="list-style-type: none"> <li>Refer to Selwyn District Council website Building Fees page  <a href="http://www.selwyn.govt.nz/my-property/building/building-fees">http://www.selwyn.govt.nz/my-property/building/building-fees</a> </li> </ul>		
<b>Record of title</b> <ul style="list-style-type: none"> <li>Current title or a sale and purchase agreement if title is not in the applicant's name. A subdivision scheme plan is required for a new site where title is not yet available.</li> </ul>		
<b>Site plan – showing</b> <ul style="list-style-type: none"> <li>Site plan with appropriate metric scale of 1:200 or 1:100 and showing north point</li> <li>All new and existing buildings and swimming pools in relation to all buildings and boundaries</li> <li>Legal and notional boundaries (existing and proposed), easements, waterways, shared access ways/other areas with building setbacks dimensioned</li> <li>Any heritage buildings/trees or archaeological site information known</li> <li>Building and site areas (including floor areas (m<sup>2</sup>) for all floors)</li> <li>Vehicle access, crossing location, manoeuvre, parking area</li> <li>Any hard-standing (sealed or concrete) areas with proposed drainage</li> <li>Any significant trees on the site</li> </ul>		
<b>Outline floor plans (for all floors)</b>		
<b>Outline elevations</b>		
<b>Outline cross sections</b> (if required to show recession plane/daylight plane and height compliance)		

----- **STOP HERE IF THIS IS A PIM ONLY APPLICATION** -----

**SEE PAGE 2 FOR BUILDING CONSENT (in addition to the above application information)**

**For BCA use only (Please complete if PIM only, otherwise BCA staff to sign page 2):**

*This application is accepted/declined as all relevant information has/has not been supplied*

Signed: \_\_\_\_\_

Name: \_\_\_\_\_

<b>BUILDING CONSENT</b> (in addition to the above application information)	Supplied	N/A
<b>Project information memorandum</b> (if already issued) plus all attached forms		
<b>Building code assessment</b> showing means of compliance eg AS1, AS2, alternative solution		
<b>Restricted building work (RBW)</b> – if the project involves RBW include the LBP's certificate of design work		
<b>Building reports</b> (attach if applicable) <ul style="list-style-type: none"> <li>• Second hand (pre used) – structural engineers report</li> <li>• New – code compliance certificate from relevant authority</li> <li>• Resource consent (if applicable) no. _____</li> </ul>		
<b>Fully detailed foundation plans</b> – showing <ul style="list-style-type: none"> <li>• Timber floors – location of piles, pile type, sub floor bracing and calculations, foundation perimeter walls and internal piling system where applicable</li> <li>• Concrete floors – clear cross section details and location of slab thickenings and steel</li> <li>• Producer statements (PS1) – site specific structural engineered foundation design for buildings on weak soil, sloping sites and pole foundations over 3m high</li> </ul>		
<b>Levels</b> <ul style="list-style-type: none"> <li>• Proposed &amp; existing site levels</li> <li>• Existing &amp; proposed contours</li> <li>• Drive gradients and pedestrian access</li> <li>• Floor levels and finished paving levels</li> </ul>		
<b>Drainage plans</b> – full design details for both foul water and storm water to approved outfalls, including <ul style="list-style-type: none"> <li>• Plans and calculations for the system, showing size and location of tank and effluent field, and distance from potable water courses and bores</li> <li>• Certification and calculation from a qualified person showing that the system is suitable for the site and complies with the regional and local rules for waste water disposal</li> </ul>		
<b>Detailed floor plans</b> drawn to scale, fully dimensioned and annotated <b>showing</b> location of smoke alarms with rooms identified		
<b>Detailed elevations</b> including door and windows showing opening sashes (photos may also be beneficial)		
<b>Hazardous substances</b> – storage location and capacity (ie LPG, diesel, home heating oil etc)		
The following information is required to be supplied for the parts of the building work that will be carried out on site and covered by this consent application		
<b>Cross sections</b> – show <b>all</b> relevant construction details, particularly for complex sections of the construction		
<b>Timber treatment</b> – the species, grading and treatment of <b>all</b> timber specific to the project is to be <b>specified on the drawings</b> , ideally on the cross section, in addition to any specification references		
<b>Insulation</b> – R-values on drawings, method of compliance identified (schedule/calculation/modelling)		
<b>Electrical plan</b> showing all lighting and electrical outlets including fitting types		
<b>Framing details</b> including floor joist layout plans if applicable		
<b>Construction details</b> with <b>all</b> materials, fixings etc noted		
<b>Weathertightness details</b> including a risk assessment matrix for <b>all</b> walls and flashings		
<b>Internal waterproofing details</b> including <b>all</b> wet areas and surface finishes		
<b>Plumbing details</b> including layout plan with full schematics of water supply, including HWC location, valving and all associated systems connected to the HWC (eg solar, wetback etc) plus water supply details		
<b>Specifications</b> – information limited to and relevant to the project only		
<b>Bracing design</b> – calculations, schedule and layout plans showing specific locations in building		
<b>Roof truss design</b> including layout plan, all fixings and specific design for lintels where required		
<b>Engineers details and design calculations</b> – where any specific design has been carried out (eg steel beams)		



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<b>Heating appliance</b> <ul style="list-style-type: none"><li>Floor plan (as above)</li><li>Installation details including clearances, hold down details, flue installation (new or existing), flue height (approx.) and flashing type (and age if existing).</li><li>Ceiling type – flat or sloping</li><li>Plumbing schematic for wetback installation and location of hot water cylinder (if applicable)</li></ul>			
<b>Solar water heating</b> – product specifications, elevations, plumbing schematic floor plan (as above)			
<b>Ground conditions report</b> – this will be either a report to verify that the ground is “good ground” according to the building code, or a specific ground assessment and foundation design by a chartered engineer or qualified geotechnical engineer			
<b>Approvals from other authorities</b> – approvals for discharges to land, air, or water from Environment Canterbury			
<b>Swimming/spa pool</b> – site plan (as per page 1), ground condition report (if proposed), details of construction, means of restricting access (s162C of the Building Act 2004), backflow prevention, discharge of pool water, hydrostatic relief valve (if applicable).			

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Name: \_\_\_\_\_ Signed: \_\_\_\_\_

Supervised by (if applicable):

Name: \_\_\_\_\_ Signed: \_\_\_\_\_