

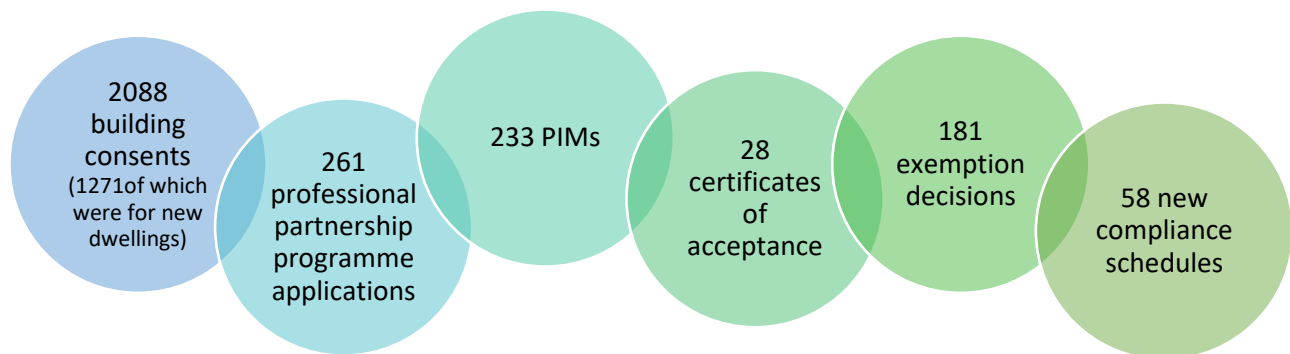
Latest building consent news from Selwyn

In this newsletter

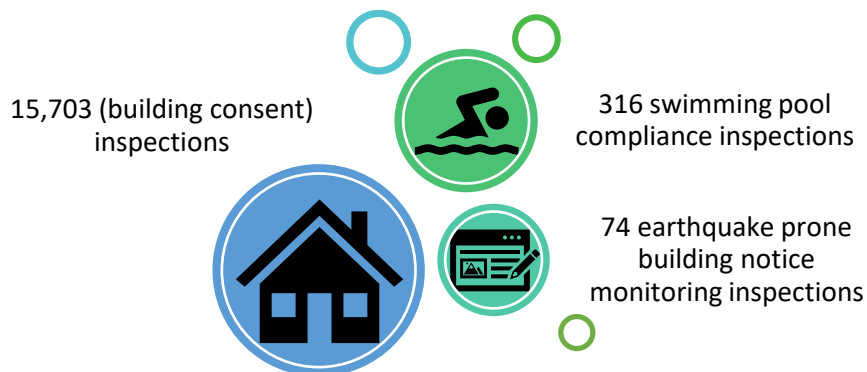
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2023 in review

Looking back at our achievements last year, our team issued:



and completed:



Update on our workload

Inspection timeframes

Our inspections are currently around 48 hours timeframe from booking.

Processing timeframes

At the end of January:

- The average working days for building consents being issued was 9 days (note this is an average)
- 93% of applications were processed within 20 working days.
- New commercial consents are generally being processed within 25 working days.

Note that timeframes depend on the quality of your application.

Check your building consent carefully before you start

A reminder that you should check the granted building consent for notices and other requirements not covered – eg section 37 for the Resource Management Act, and other regulatory or bylaws.

Once we have completed your regulatory review and are satisfied on reasonable ground to make a decision, a decision will be made on whether to grant or refuse your building consent. This decision will be made irrespective of whether there are other requirements that you need to meet.

The onus is therefore on you to check that you can actually start work already once we've granted your consent.

Why is this important?

We have to make a decision to grant or refuse without delay once you have completed your regulatory review under the Building Act 2004.

Our BCA accreditation assessment in October raised concerns about our statutory timeframes and querying our practise of waiting on other departments before making a decision. We took this approach from a customer centric perspective. However we have had to review this approach, and will now make a decision once all RFI information received demonstrates compliance.

A reminder is on the bottom of all Form 5 documents, that state under building work *"This building consent does not relieve the owner of the building (or proposed building) of any duty or responsibility under any other Act relating to or affecting the building (or proposed building). This building consent also does not*

permit the construction, alteration, demolition, or removal of the building (or proposed building) if that construction, alteration, demolition, or removal would be in breach of any other Act.”

What you must submit with your code compliance certificate application

A reminder that a code compliance certificate (CCC) application must be accompanied by:

- any records of work provided by licensed building practitioners
- a current manufacturer's certificate for modular component (if applicable)
- energy work certificate that relates to the energy work (is applicable).

We will not accept your code compliance certificate application if any of the relevant information is missing. It will be returned to you to resubmit with all required documentation.

The 20 working day clock will start once a complete application it is received, however if during assessment of your application it is identified that other supporting information or documentation is required, we will suspend the clock until this information is received.

Sleepouts

MBIE have released a guide for [building a sleepout that does not require a building consent](#).

The guide covers design and construction of a single-storey detached sleepout built with lightweight materials with a 10–30m² floor area.

It covers considerations such as legal requirements, planning, health and safety, and detailing considerations for building a sleepout, from site, to foundations, and building of the actual building. It is supported with helpful explanatory diagrams and worked examples.

Sleepouts with bathrooms, toilets or kitchens are not covered in the guide, as these will need a building consent.

Sheds/farm buildings

Applications for a shed/farm building require confirmation from the owner noting the intended use. This will speed up the process for you by ensure all necessary areas of Council dealing with your application have the required information to process your application.

The owner's confirmation should include:

- a clear description of the intended current and future foreseeable use of the shed/farm building,

- details on the main items being stored within the shed/farm building, and
- the owners signature and email.

Confirmation details must be supplied by the owner.

If you need any clarification, please contact the Selwyn District Council Duty Planner on 347 2800.

Parking enforcement

A reminder that Selwyn Parking Safety Officers are out and about in the district to help educate road users on making the right parking decisions.

As part of their duties, they can issue infringement notices for stationary vehicle offences on public local roads and public spaces.

Make sure you and your tradies are making good parking decisions around the district and comply with the road code by:

- Parking on the side of the road facing the direction of the traffic (ie don't park facing the wrong way)
- Do not mount the kerb/park on the grass verge or footpath/cycle path
- Obey all signposted time limits for parking
- Do not park on broken yellow lines
- Make sure your vehicle has a current registration and WOF/COF
- Don't park within 6m of an intersection
- Don't park obstructing vehicle entrances
- Make sure material deliveries to site are also completed in a lawful manner (refer above).