

ASHBURTON DISTRICT COUNCIL

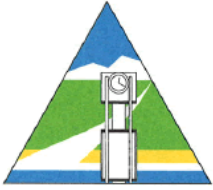
5 Baring Square West, Ashburton, New Zealand
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PROJECT INFORMATION MEMORANDUM AND/OR BUILDING CONSENT APPLICATION

BUILDING ACT 2004 Please read this carefully

INFORMATION FOR APPLICANTS FOR BUILDING CONSENTS

1. APPLICATIONS MUST BE MADE ON THE FORM ATTACHED
2. ALL PARTS OF THE FORM MUST BE ADDRESSED ALTHOUGH ALL PARTS MAY NOT BE RELEVANT TO ALL BUILDING PROJECTS. THE FORM OF APPLICATION MUST HOWEVER BE AS COMPLETE AS POSSIBLE AND INCOMPLETE APPLICATIONS WILL BE RETURNED.
3. TOGETHER WITH THE COMPLETED APPLICATION FORM THERE SHALL BE, DEPOSITED IN DUPLICATE, THE FOLLOWING:
 - a) Indelibly executed plans showing plan, elevations and cross section of the proposed building sufficient to indicate means of construction and preferably to a scale of 1:100 or 1:50. In any event the plans must be to a clearly stated scale.
 - b) Up to date copies of the Certificate of Title that relate to the property that is being built upon.
 - c) A clear plan showing distances from property boundaries.
In the case of a new dwelling or other major developments in rural areas, the site plan should give a clear measurement from a proposed boundary to the proposed entranceway to the new building. This dimension will be used to allocate a R.A.P.I.D number to your property which then becomes the address.
 - d) Plan showing recession planes and percentage of site coverage.
 - e) Full specifications which are applicable to the project in question. **Standard general specifications are not acceptable.**
 - f) Design Certificate, Producer Statement, calculations or other Building Industry Authority approval document relevant to the planned project.
 - g) Please note that 20 working days may be required to process your consent after initial application.
 - h) **An additional 1 copy of the floor plan is required if the value of the building work is above \$5,000.**
4. PLANS TO BE KEPT ON SITE.
One copy of all documentation will be returned to the builder. These documents will be endorsed by Council as being approved and **MUST** be retained on the building site so the Building Official can record inspections and later issue a Code Compliance Certificate.
5. CONDITIONS AND ADVICE NOTES OF CONSENT
All conditions and advice notes of the building consent must be met. **Inspections must be requested** as detailed in the building consent, with 48 hours notice given.
Inspections requested and visits made when the work is not ready for inspection will be charged for and an additional charge may be incurred where 48 hours notice of a required inspection has not been given.
6. DEPOSIT FEES
The amount of the deposit required will be based on the cost of work being undertaken and will consist of the PIM Fee and the Administration Fee. (refer to the Schedule of Fees and Charges 2009/2010)



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(BAM 002-T)

Version: 3

Date Issued: 09/04/2010

BC _____

Application for Building Consent SOLID/LIQUID FUEL HEATING APPLIANCE

Section 45, Building Act 2004

The Building	Property ID
Street Address: _____ _____ _____ Building Name: _____ (if applicable) Location of building within site/block number: _____ (include nearest street access or valuation number) Number of Levels: _____ (include ground level and any levels below ground) Level/Unit number: _____ (if applicable)	Legal Description Lot Number: _____ DP Number: _____ Other: _____ Floor Area: Existing: _____ Additional: _____ Current lawfully established use: _____ (include number of occupants per level and per use if more than 1) Year first constructed: _____ (approximate date is acceptable e.g. c1920's or 1960-1970)

Owner (As defined by the Building Act)	Agent – First point of contact (Must be authorised by the owner to make this application)
Full Name(s): _____ Contact Person: _____ Street Address/Registered Office: _____ Mailing Address: _____ Daytime: _____ Mobile: _____ After Hours: _____ Facsimile: _____ Email: _____	Name: _____ Company: _____ Street Address/Registered Office: _____ Mailing Address: _____ Daytime: _____ Mobile: _____ Facsimile: _____ Email: _____ Relationship to owner: _____

I request that you issue a : (tick one box only)

Project Information Memorandum only

Project Information Memorandum and Building Consent

Building Consent only

Signed: _____ Dated: _____

Signature of: _____ Owner/Agent (on behalf of and with the consent of the owner)
(Write Name) (Delete one)

The Project – Installation of a Solid/Liquid Fuel Heater

Make: _____
 Model: _____
 Value of new work: \$ _____
 New Model 2nd Hand Model Certification of 2nd hand unit
 Installer: _____
 Address: _____
 If Wetback – Sate Craftsman Plumber's Name and Address:
 Name: _____
 Address: _____

Fuel Wood Wood Pellets Diesel/Diesel Blend
 Clean Air Certification No: _____
 Inbuilt Freestanding Wetback
 Is this replacing an existing operational fire? Yes No
 If No, please provide the resource consent number from Canterbury Regional Council (ECan) (applies to wood or wood pellet burners only)
 Resource Consent Number: _____
 Is this replacing an existing wetback? Yes No

Building Consent (Do not fill in this section if the application is for a Project Information Memorandum only)

Manufacturer's specifications and Installation instructions are to be attached to this application:
 (all specifications and installation instructions must meet the minimum requirements set out in the regulations or required by the Building Consent Authority)

The building work will comply with the building code as follows:
 (if you are not sure which clauses are applicable, talk to your installer)

Clause (Tick relevant clause numbers of Building Code)	Means of Compliance (Refer to the relevant compliance document(s) or detail of alternative solution in the specifications: if not applicable put n/a)	Waiver/Modification Required (State nature of waiver or modification of building code required; if not applicable put n/a)
<input type="checkbox"/> B1 Structure		
<input type="checkbox"/> B2 Durability		
<input type="checkbox"/> C1 Outbreak of Fire		
<input type="checkbox"/> E2 External Moisture		
<input type="checkbox"/> F7 Smoke Alarms		
<input type="checkbox"/> Other (Specify)		

Details to Accompany this Application

Floor plan of the Installation: A floor plan of the building showing the proposed sitting of the heater is required.

1. Second Hand Solid/Liquid Fuel Burners cannot be installed unless:

- Written evidence is provided to show that the appliance meets Building Code requirements. (An acceptable method is a satisfactory report from the manufacturer or manufacturers agent)
- A new inner flue is required in all cases.

2. Draw a floor plan showing:

- Location of the heater
- Location of all walls and doors, with all rooms named (for all floors)
- Location of existing/proposed smoke detectors that comply with the relevant standards must be marked with **O** (see attached sheet). These will be inspected and tested prior to issue of a Code Compliance Certificate.

3. Show the location

- of the existing water cylinder if a wetback / hot water booster is to be fitted.
- Roof flashings for the flue.

4. Liquid Fuel Storage:

- Show type of fuel (e.g. diesel, home blend and kerosene), size and locations of the fuel storage tank related to the building and site boundaries. Wall openings (windows or doors) and wall cladding material within one metre of the storage tank vicinity should be shown (including neighbouring properties). Certification that the storage tank complies with AS1692.

