

Last Updated: 18/4/2019

For submission prior to the start of building work

APPLICANT TO COMPLETE					
Building Consent no.					
Owner name					
Applicant name					
Applicant role	☐ Licensed Building Pr	ractitioner (LBP)	Agent		
Applicant email *Must be provided					
Applicant telephone					
Site address					
Inspection type applied for	□ Siting □ Framing & bracing (prewrate of the present of the pre			☐ Half-high veneer ☐ External drainage ☐ Passive fire ☐ Enter text ☐ Enter text	
Role	Name(s)		Registi	ration number(s)	
LBP(s)					
Structural Engineer					
Geotechnical					
Engineer					
Other engineer(s) (specify type)					
(Specify type)					
Describe the specific a	reas and building com	ponents to be certified	by inde	ependent 3rd party	



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Describe	Describe the specific work to be completed by a licensed/registered person								
	Foundation				ork				
☐ Floor	slab	☐ Carpentry			[☐ Drainage			
	• ,						Name and	d	
			Work				license/registration no.		
Building Code clauses to be included in PS3/4									
□ B1	□ B2	Stability							
□ C1	□ C2	□ C3	□ C4	□ C5	□ C 6	Protection from fire			
□ D1	□ D2	Access					<u> </u>		
☐ E1	□ E2	□ E3	Moisture	2					
☐ F1	☐ F2	☐ F3	☐ F4	☐ F5	□ F6	□ F7	□F8	□ F9	Safety
□ G 1	□ G 2	□ G 3	□ G 4	□ G 5	□ G 6	□ G 7	□ G 8	□ G 9	□ G10
☐ G11	□ G12	☐ G13	☐ G14	☐ G15	Services	and facili	ties		
☐ H1	Energy e	efficiency							
Specify additional evidence of compliance to be provided in support of application									
		i evidence is-built pla				ın suppo	от от аррі	ication	
e.g. site	reports, a	is-built þið	ilis, piloto	grapiis, vi	ueo				

Applicant to comply with the following requirements in blue. To be filled in by QLDC only



COUNCIL USE ONLY						
	DOCUMENTATION/CERTIFICATION REQUIREMENTS	Requ- ired	N/A (with reason)			
1	The building must be sited in accordance with the approved plans. The contractor will ensure that the siting of the survey pegs will be confirmed by a Registered Surveyor. The decision to accept the siting of the building is solely at the contactor's discretion. A building location certificate is to be submitted to verify the siting.		☐ Click to enter text			
2	A suitably qualified engineer, who is currently registered with Engineering New Zealand, must provide a PS4 for B1 Structure and B2 Durability. Site inspection notes must be left on site immediately following the inspection recording the outcome of the inspection with a PS4 to follow, as soon as is reasonable practical. NB: Damp proof membranes (where required) must be covered by the producer statement, otherwise membranes will need to be inspected by QLDC. (Ensure an agreement is reached before proceeding with the work). No sub-floor drainage or tanking is to be covered without inspection.		☐ Click to enter text			
3	A suitably qualified engineer, who is currently registered, must provide certification of the suitability of the ground conditions. Site inspection notes must be uploaded to the QLDC portal immediately following the inspection, recording the outcome of the inspection with the suitable certification.		Click to enter text			
4	A suitably qualified engineer, who is currently registered, must provide certification of the suitability of the ground conditions. Site inspection notes must be uploaded on QLDC Sharefile as soon as is reasonable practical after the inspection. These must record the outcome of the inspection with the suitable certification.		Click to enter text			
5	A Record of Building Work (ROW) must be provided for all Restricted Building Work from a LBP on completion of the work. Where there is no requirement for LBP certification, the contractor will provide QLDC with a PS3 Producer Statement for the specified building work.		☐ Click to enter text			



Terms and Conditions

The applicant acknowledges and accepts the following terms and conditions in full:

- 1) The conditions of this application have been **fully explained** to the owner, builder and contractors.
- 2) This form **does not give authorization for work to start** before issue of the Building Consent including any Amendments or Minor Variations.
- 3) This application **must be** approved before undertaking the building work in the application.
- 4) There is **no statutory timeframe** for this application to be processed.
- 5) Approval to proceed with the above building work **is not approval** to carry out any other additional work not authorized. All other inspections must be booked with QLDC building department booking line on 03 450 0369 as per the normal process.
- 6) A copy of this stamped-approved form **must be placed in the inspection folder** prior to the next inspection. This is to be kept on-site, together with the Building Consent documentation and be available for the Building Control Officer to review.
- 7) All 3rd party site inspection records are to be supplied to QLDC as soon as reasonably practical. **Copies are to be kept on-site** together with the Building Consent documentation, so that they may be checked as evidence of compliance at any time.
- 8) On-site 3rd party inspections must satisfy the Building Act 2004, Sections: 17, 40, 51(2)(a)(b), 90*
- 9) The building work may be subject to an on-site inspection **audit by a Council officer** at any time, without prior notification.
- 10) 3rd party inspections are granted having determined that there will be sufficient Quality and Assurance Systems in place for the building work.
- 11) Council reserves the right at any time to **amend or rescind any portion of permission** given to applicant for performing a 3rd party inspection.

Applicant name				
Applicant signature		Date		
BUILDING CONTROL OFFI	CER DECISION			
I am satisfied on reasonable	grounds the application be:			
☐ Appro	ved	☐ Refused		
Reason/rationale:				
BCO name				
BCO signature		Date		

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Building Act 2004 (selected extracts)

S.17 All building work must comply with building code

All building work must comply with the building code to the extent required by this Act, whether or not a building consent is required in respect of that building work.

S.40 Buildings not to be constructed, altered, demolished, or removed without consent

- 1) A person must not carry out any building work except in accordance with a building consent.
- 2) A person commits an offence if the person fails to comply with this section.
- 3) A person who commits an offence under this section is liable on conviction to a fine not exceeding \$200,000 and, in the case of a continuing offence, to a further fine not exceeding \$10,000 for every day or part of a day during which the offence has continued.

S.51 Issue of building consent

- 2) The issue of a building consent does not, of itself,—
 - a) relieve the owner of the building or proposed building to which the building consent relates of any duty or responsibility under any other Act relating to or affecting the building or proposed building; or
 - b) 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.

S.90 Inspections by building consent authorities

- Every building consent is subject to the condition that agents authorised by the building consent authority for the purposes of this section are entitled, at all times during normal working hours or while building work is being done, to inspect
 - a) land on which building work is being or is proposed to be carried out; and
 - b) building work that has been or is being carried out on or off the building site; and
 - c) any building
- 2) The provisions (if any) that are endorsed on a building consent in relation to inspection during the carrying out of building work must be taken to include the provisions of this section.
- 3) In this section, inspection means the taking of all reasonable steps to ensure that building work is being carried out in accordance with a building consent.

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