Vetting Officer: _____

Date Vetted: _____

Property Address: _____

BUILDING CONSENT INFORMATION CHECKLIST

RELOCATE BUILDING ONTO A SITE

Details required before a Building Consent Application can be lodged and processed by Council staff

- ☐ Provide confirmation of Resource Consent to remove from present site (if in Invercargill and if applicable).
- ☐ Provide confirmation of Building Consent to remove from present site (if in Invercargill).
  - o Note: Before a building consent is issued to relocate a building within Invercargill, Building Code Inspectors will inspect for suitability to relocate.
- ☐ Provide confirmation of Resource Consent Application to relocate to new site and include all information as required by District Plan Rule 4.30A.4.
- ☐ If building is not in Invercargill, provide a report on the building for Councils consideration, from the territorial authority.
- ☐ Two (2) full copies of all plans & specifications are required (one (1) for council files & one (1) will be returned and also one (1) copy of site plan & floor plans with full dimensions (for valuation purposes).
- ☐ Vehicle Crossing form completed (regardless of whether or not a vehicle crossing is there).
- ☐ Dimensioned site plan indicating siting of relocated building on new site complete with dimensions to all boundaries and location of vehicle crossing.
- ☐ Dimensioned foundation plan showing all piles and spacings.
- ☐ Bracing plan required for sub floor.
- ☐ All pile type and fixings to be specified.
- ☐ Foundation details for piles to show compliance with NZS 3604: 1999.
- ☐ Sub floor ventilation details to NZS 3604: 1999.
- ☐ Show finished floor level and ground level. (Provide dimensions)
- ☐ Show details of proposed access to dwelling illustrating compliance with NZBC D1/AS1.
- ☐ Provide floor plan and all elevations of the building.
- ☐ Proposed drainage plan. Show location of domestic wastewater system complete with dimensions to boundaries, if applicable.
- ☐ Proposed plumbing details (plan & specification).
- ☐ Water connection (if there is already a dwelling onsite then a new water connection can not be applied for, unless there is a proposed subdivision).
- ☐ Provide details of any proposed alterations – specify and provide full drawings & specification.
- ☐ Provide details of heating system.
- ☐ Energy works certificate on completion
- ☐ Please provide all workings showing compliance with H1 Energy Efficiency

REMOVE BUILDING FROM INVERCARGILL CITY SITE

If dwelling is to be relocated out of Invercargill City boundaries then the local T.A. may require a report from Invercargill City Council on suitability to relocate. Note: A request for a report must be in writing with contact details etc. Cost approx $150.00.