Vetting Officer: _____

Date Vetted: _____

Property Address: _____

BUILDING CONSENT INFORMATION CHECKLIST

DWELLING ALTERATIONS AND EXTENSIONS

Application details required before a building consent can be processed by Council staff

- ☐ Two (2) full copies of all plans and specifications are required (one (1) for Council files and one (1) will be returned, **and also** one (1) copy of site plan and floor plans with full dimensions (for valuation purposes).
- ☐ Vehicle Crossing form completed (regardless of whether or not a vehicle crossing is there).
- ☐ Site plan showing location of proposed dwelling and vehicle crossing and dimension from all boundaries.
- ☐ "As existing" and dimensioned "proposed" floor plans and elevations showing existing and proposed alteration or extension.
- ☐ Cross sections and construction details. Cross sections to include foundations, floor slab, wall framing, exterior and interior cladding and roofing.
- ☐ Lintel sizes and spans.
- ☐ Full specification covering all the trades involved in the proposed building work and scope of work.
- ☐ Roof truss layout from a registered manufacturer or rafter layout stipulating sizes, spans and load points. Include elevations of all main trusses and truss manufacturers design for lintels.
- ☐ Wall, subfloor and roof bracing schedule and layout.
- ☐ Risk matrix (NZBC E2/AS1) Cladding details including all flashing details.
- ☐ Details of what construction is complying with NZBC acceptable solutions or if any alternative solutions. If alternative solution, provide full details for Council's consideration.
- ☐ Drainage plan - sewer and stormwater including sizes, gradients, access points, venting of drains and downpipes and calculations of areas and sizes as per E1 and G13 and/or an effluent design and plans.
- ☐ Where wastewater / effluent designs / systems are included in the Building consent Application, Please provide <u>three</u> copies of Wastewater / Effluent Design Plans and Specifications.
- ☐ Plumbing layout and specification – provide schematic/elevation of soil stack for floors above ground floor complete with structure shown.
- ☐ Hot water system details – type of storage capacity and location on plan and details of valve venting, type of seismic restraint (if applicable).
- ☐ Producer statements for any steel work, timber beams outside Section 15 NZS 3604:1999.
- ☐ Solid fuel burner installation details if applicable.
- ☐ Purlin sizes and fixings, top plate fixings – lintel fixings.
- ☐ Please provide all workings showing compliance with H1 Energy Efficiency

NB: Unsatisfactory site plans which fail to show distances to legal boundaries, inadequate specifications covering all trades, and a lack of elevations may cause delays in issuing of consents.