Vetting Officer: _____

Date Vetted: _____

Property Address: _____

PIM APPLICATION INFORMATION CHECKLIST

APPLICATION FOR PROJECT INFORMATION MEMORANDUM ONLY

Please note that this application checklist is for a PIM only, a separate application checklist for Building Consent is available from the consents counter

Application details required before an application for a Project Information Memorandum can be processed by Council staff

- ☐ This application must be on form 2 from the Building (Forms) Regulations 2004. It must include the details outlined in the "forms" section of this document (see the reference section, part 4) and must also include the following information.
- ☐ Details of the location of building work
- ☐ Description of building work
- ☐ Change of use (if applicable)
- ☐ Estimated value of building work
- ☐ Previous consents issued for the project, if applicable
- ☐ Subdivision details
- ☐ The charge fixed by Invercargill City Council
- ☐ The intended use of the proposed building
- ☐ The location and external dimensions of the proposed building
- ☐ Provisions to be made for vehicle access in buildings over or adjacent to any road or public place, and for disposing of stormwater and wastewater
- ☐ Precautions to be taken if building work is carried out over any existing drains or sewers or in close proximity to wells or water mains
- ☐ Other information in respect of proposed connections to public utilities from the proposed building work

Note: The application must include sufficient information to determine resource management issues. This would include contours, sunlight access planes etc.