

# Application for Project Information Memorandum and/or Building Consent

Section 33 or section 45, Building Act 2004



## Hauraki District Council

P O Box 17  
Paeroa

Ph (07) 862 8609  
0800 734 834 (within the district)  
Fax (07) 862 8607

Building Consent No: .....

Property ID: ..... FRED: .....

Assessment No: .....

### **A** The Building

Street Address: .....

Legal Description: Lot: ..... DP: .....

Building Name: [If applicable] .....

Location within site/block: .....

Number of levels: ..... Level/Unit No: [If applicable] .....

Area: [Floor area of building work] .....m<sup>2</sup> Year first constructed [If applicable] .....

Current Use: .....

### **B** The Owner

Name: .....

Contact Person: .....

Mailing Address: .....

Street Address: .....

Ph: ..... Mob: .....

Fax: ..... After hrs: .....

Email: ..... Website: .....

A copy of one of the following evidence of ownership needs to be attached to this application: [✓ ]

Certificate of Title

Agreement for Sale and Purchase

Lease Agreement

### **C** Agent (e.g. Builder, Architect etc.)

Name: .....

Contact Person: .....

Mailing Address: .....

Street Address: .....

Ph: ..... Mob: .....

Fax: ..... After hrs: .....

Email: ..... Website: .....

Relationship to Owner: .....

I, the owner, authorise ..... (the agent) to act as the Agent for this application.

Signed ✕ \_\_\_\_\_ (the Owner) Date \_\_\_\_\_

### **D** First Point of Contact [✓]

Owner

Agent

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## E Application

I request that you issue a [✓]

- Project Information Memorandum
- Building Consent
- Project Information Memorandum and Building Consent for the building work described in this application.



✕ .....  
 Signature of owner/agent on behalf of and with the authority of the owner

Date .....

## F The Project

Description of building work: .....

Intended use : .....

Will the building work result in a change of use: Yes  No

If yes provide details of the new use: .....

Intended life of the building if less than 50 years: ..... years.

Building Consent numbers of those building consents previously issued for this project: .....

Estimated value as defined in section 7 of the Building Act 2004 of building work including GST. \$.....

## G Heating Appliance Only

The heater is: New  Replacement  Freestanding  Inbuilt

Make and Model (Include specification sheet) .....

Is the allotment less than two (2) hectares: YES / NO

If Yes, does the heater comply with Design Standard AS/NZS 4013:1999 for discharge of particles: YES / NO

Total value of Fire/Installation (Inclusive of GST) \$.....

## H Project Information Memorandum

The following matters are involved in the project: [✓]

- Subdivision
- New or altered connections to public utilities
- New or altered access for vehicles
- Disposal of stormwater and waste water
- Other matters known to the applicant that may require authorisations from the territorial authority as listed below:  
 .....  
 .....
- Alterations to land contours
- New or altered locations and/or external dimensions of buildings
- Building work over or adjacent to any road or public place
- Building work over existing drains or sewers or in close proximity to wells or water mains

## I Building Consent

The following plans and specifications are attached to this application:

.....  
 .....

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**J**

**The building work will comply with the building code as follows:**

Clause [✓] relevant clause numbers of building code	Means of Compliance [refer to the relevant compliance document(s) or detail of alternative solution in the plans and specifications; if no applicable, put n/a] If other than a standard, please specify			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"/> B1/AS2 <input type="checkbox"/> NZS4229	<input type="checkbox"/> NZS 3604 <input type="checkbox"/> NZS4203	<input type="checkbox"/> Other_____ (specify)	
<input type="checkbox"/> B2 Durability	<input type="checkbox"/> B2/AS1 <input type="checkbox"/> NZS3602	<input type="checkbox"/> NZS3101 <input type="checkbox"/> NZS3604	<input type="checkbox"/> Other_____ (specify)	
<input type="checkbox"/> C1 – C4 Fire	<input type="checkbox"/> C/AS1 <input type="checkbox"/> C4AS1	<input type="checkbox"/> C2/AS1 <input type="checkbox"/> C3AS1	<input type="checkbox"/> Other_____ (specify)	
<input type="checkbox"/> D1 Access routes	<input type="checkbox"/> D1/AS1	<input type="checkbox"/> NZS4121	<input type="checkbox"/> Other_____ (specify)	
<input type="checkbox"/> D2 Mechanical installations for access	<input type="checkbox"/> D2/AS1 <input type="checkbox"/> EN115	<input type="checkbox"/> NZS4332 <input type="checkbox"/> Other_____ (specify)	<input type="checkbox"/> EN81	
<input type="checkbox"/> E1 Surface water	<input type="checkbox"/> E1/AS1	<input type="checkbox"/> AS/NZS3500.3	<input type="checkbox"/> Other_____ (specify)	
<input type="checkbox"/> E2 External moisture	<input type="checkbox"/> E2/AS1	<input type="checkbox"/> Specific design & testing	<input type="checkbox"/> Other_____ (specify)	
<input type="checkbox"/> E3 Internal moisture	<input type="checkbox"/> E3/AS1	<input type="checkbox"/> Other_____ (specify)		
<input type="checkbox"/> F1 Hazardous agents on site	<input type="checkbox"/> F1/AS1	<input type="checkbox"/> Other_____ (specify)		
<input type="checkbox"/> F2 Hazardous building materials	<input type="checkbox"/> F2/AS1	<input type="checkbox"/> NZS4233	<input type="checkbox"/> Other_____ (specify)	
<input type="checkbox"/> F3 Hazardous substances and processes	<input type="checkbox"/> F3/AS1	<input type="checkbox"/> Other_____ (specify)		
<input type="checkbox"/> F4 Safety from falling	<input type="checkbox"/> F4/AS1	<input type="checkbox"/> FSP Act	<input type="checkbox"/> Other_____ (specify)	
<input type="checkbox"/> F5 Construction and demolition hazards	<input type="checkbox"/> F5/AS1	<input type="checkbox"/> Other_____ (specify)		
<input type="checkbox"/> F6 Lighting for emergency	<input type="checkbox"/> F6/AS1	<input type="checkbox"/> Other_____ (specify)		
<input type="checkbox"/> F7 Warning systems	<input type="checkbox"/> F7/AS1 <input type="checkbox"/> NZS4515	<input type="checkbox"/> AS/NZS1668 <input type="checkbox"/> NZS4512	<input type="checkbox"/> Other_____ (specify)	
<input type="checkbox"/> F8 Signs	<input type="checkbox"/> F8/AS1	<input type="checkbox"/> Other_____ (specify)		
<input type="checkbox"/> G1 Personal hygiene	<input type="checkbox"/> G1/AS1	<input type="checkbox"/> Other_____ (specify)		
<input type="checkbox"/> G2 Laundering	<input type="checkbox"/> G2/AS1	<input type="checkbox"/> Other_____ (specify)		
<input type="checkbox"/> G3 Food preparation and prevention of contamination	<input type="checkbox"/> G3/AS1	<input type="checkbox"/> Other_____ (specify)		
<input type="checkbox"/> G4 Ventilation	<input type="checkbox"/> G4/AS1	<input type="checkbox"/> AS1668.2	<input type="checkbox"/> Other_____ (specify)	
<input type="checkbox"/> G5 Interior environment	<input type="checkbox"/> G5/AS1	<input type="checkbox"/> Other_____ (specify)		
<input type="checkbox"/> G6 Airborne and impact sound	<input type="checkbox"/> G6/AS1	<input type="checkbox"/> Other_____ (specify)		
<input type="checkbox"/> G7 Natural light	<input type="checkbox"/> G7/AS1	<input type="checkbox"/> Other_____ (specify)		
<input type="checkbox"/> G8 Artificial light	<input type="checkbox"/> G8/AS1	<input type="checkbox"/> NZS6703	<input type="checkbox"/> Other_____ (specify)	
<input type="checkbox"/> G9 Electricity	<input type="checkbox"/> G9/AS1	<input type="checkbox"/> Other_____ (specify)		
<input type="checkbox"/> G10 Piped services	<input type="checkbox"/> G10/AS1	<input type="checkbox"/> NZS5261	<input type="checkbox"/> Other_____ (specify)	
<input type="checkbox"/> G11 Gas as an energy source	<input type="checkbox"/> G11/AS1	<input type="checkbox"/> Other_____ (specify)		
<input type="checkbox"/> G12 Water supplies	<input type="checkbox"/> G12/AS1 <input type="checkbox"/> AS/NZ3500.5	<input type="checkbox"/> AS/NZS3500.2	<input type="checkbox"/> Other_____ (specify)	
<input type="checkbox"/> G13 Foul water	<input type="checkbox"/> G13/AS1 <input type="checkbox"/> BS5572	<input type="checkbox"/> AS/NZS3500.2	<input type="checkbox"/> Other_____ (specify)	
<input type="checkbox"/> G14 Industrial liquid waste	<input type="checkbox"/> G14/AS1	<input type="checkbox"/> Other_____ (specify)		
<input type="checkbox"/> G15 Solid waste	<input type="checkbox"/> G15/AS1	<input type="checkbox"/> Other_____ (specify)		
<input type="checkbox"/> H1 Energy efficiency	<input type="checkbox"/> H1 /AS1 <input type="checkbox"/> AFL Design Manual	<input type="checkbox"/> NZS4218 <input type="checkbox"/> NZS4214	<input type="checkbox"/> NZS4243 Other_____ (specify)	

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## K Compliance Schedule: [✓]

There are no specified systems or features in this building

The specified systems and features for this building are as follows:	
<input type="checkbox"/> SS1 Automatic Systems for Fire Suppression	<input type="checkbox"/> SS11 Laboratory fume Cupboard
<input type="checkbox"/> SS2 Emergency Warning Systems	<input type="checkbox"/> SS12 Audio loops or other assistive listening systems
<input type="checkbox"/> SS3/1 Electromagnetic or Automatic Doors or Windows	<input type="checkbox"/> SS13/1 Mechanical Smoke Control
<input type="checkbox"/> SS3/2 Access Controlled Doors	<input type="checkbox"/> SS13/2 Natural Smoke Control
<input type="checkbox"/> SS3/3 Interfaced fire or Smoke Doors or Windows	<input type="checkbox"/> SS13/3 Smoke curtains
<input type="checkbox"/> SS4 Emergency Lighting	<input type="checkbox"/> SS14/1 Emergency Power System
<input type="checkbox"/> SS5 Escape Route Pressurisation Systems	<input type="checkbox"/> SS14/2 Signs in relation to specified systems 1-13
<input type="checkbox"/> SS6 Riser Main for use by Fire Service	<input type="checkbox"/> SS15/1 Systems for Communicating spoken information for evacuation
<input type="checkbox"/> SS7 Automatic Back-flow Preventers	
<input type="checkbox"/> SS8/1 Passenger-Carrying Lifts	<input type="checkbox"/> SS15/2 Final Exits
<input type="checkbox"/> SS8/2 Service Lifts	<input type="checkbox"/> SS15/3 Fire Separations
<input type="checkbox"/> SS8/3 Escalators, Travelators, or other systems for moving people or goods within Buildings	<input type="checkbox"/> SS15/4 Signs for communicating information for evacuation
<input type="checkbox"/> SS9 Mechanical Ventilation or Air Conditioning System	<input type="checkbox"/> SS15/5 Smoke Separations
<input type="checkbox"/> SS10/1 Building Maintenance Units providing access	<input type="checkbox"/> SS16/1 Cable Car
<input type="checkbox"/> Means of escape from Fire	<input type="checkbox"/> Fire Hose Reels for fire fighting
<input type="checkbox"/> Safety Barriers	<input type="checkbox"/> Any Signs that are required by the NZ Building Code or Section 120 of the NZ Building Act 2004
<input type="checkbox"/> Access and Facilities for People with Disabilities	

## L Attachments:

The following documents are attached to this application: [✓]

- |   |  |
|---|--|
| <input type="checkbox"/> Plans and Specifications                       | <input type="checkbox"/> Development Contribution Notice |
| <input type="checkbox"/> Project Information Memorandum                 | <input type="checkbox"/> Certificate attached to PIM     |
| <input type="checkbox"/> Copies of other Authorisations                 | <input type="checkbox"/> Other                           |
| <input type="checkbox"/> Performance Standards/Listed Specified Systems |  |

## M Restricted Building Work and Licensed Building Practitioners:

Restricted Building Work:	Licensed Building Practitioner:	Licence No:
	Name: Address: Phone:	
	Name: Address: Phone:	

## N Office Use Only

BCA Office Use Only:	
Receipt Number:	Date application received:
Date of Receipts:	Date application accepted:
Receiving Officer:	Entered by:

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## Checklist for Lodging a Building Consent Application

Use this Checklist to assist you in lodging a Building Consent Application. The list is not exhaustive but will help to avoid delays in processing.

Please note your application may be declined and returned to you if the information required by this checklist is not provided.

Please attach the specified number of copies of information with your application form. Tick each box which is relevant and ensure you attach the information. If the box is not relevant please write N/A across the box.

Plans should be to the specified scale and on A3 paper.

Applicants/Agent Name: \_\_\_\_\_ Project Address: \_\_\_\_\_

	Type	Applicant	Verifier	Comments					
<b>1</b>	<b>General</b>								
	Building Consent Application form (1 copy). Completed in full and signed by the owner or agent on behalf of the owner.								
	Evidence of ownership (1 copy) One recent copy of current certificate of title, or one copy of purchase agreement or relevant portions of current lease.								
	PLEASE INDICATE IF YOU WISH TO ORDER A CT								
	Project information memorandum(PIM) only								
	Building consent only								
	Combined PIM/ Building consent application								
	Project details – ensure that the building work is described sufficiently to enable the scope of work to be fully understood.								
Building code clauses:- You will need to identify the relevant clauses and means of compliance of the NZ Building code against which the project will be checked. A checklist is provided in the application form ( Section J) for this purpose. By way of example the dwellings structural wall framing timbers:-									
<table border="1"> <thead> <tr> <th>Clause</th> <th>Means of Compliance</th> <th>Waiver/Modification</th> </tr> </thead> <tbody> <tr> <td>B1 structure</td> <td>NZS 3604 Timber framing</td> <td>N/A</td> </tr> </tbody> </table>	Clause	Means of Compliance	Waiver/Modification	B1 structure	NZS 3604 Timber framing	N/A			
Clause	Means of Compliance	Waiver/Modification							
B1 structure	NZS 3604 Timber framing	N/A							
<b>2</b>	<b>Earthquake</b>								
	If this is an existing building does it need to comply with Council's Earthquake policy ( Refer to Council's Earthquake policy on its website )								
<b>3</b>	<b>Site Plans – 4 copies (Scale 1:100)</b>								
	Dimensions of all boundaries, north point, finished floor levels, ground contours( extended to boundaries) levels, site area, street name and number or rapid rural number and if applicable dairy number, lot and DP number, outline of building, area of building, distances to boundaries.								
	Location of this structure in relation to other proposed or existing buildings on the site and neighbouring boundaries. Show all existing buildings.								
	Site Access								
	Significant land features e.g. waterways, roads								
	Calculations of total site coverage.								
	Easement								
	Section 75 – Is building over lot boundary?								
<b>4</b>	<b>Foundation Plan – 3 copies ( Scale 1:100/1:50) showing:</b>								
	Dimensions of all new foundations.								
	Sub-floor framing including bracing.								
	Footing details.								
	Construction details including reinforcing. If a concrete slab show basic details including reinforcing and control joints, rebates, slab thickenings.								
Finished floor levels in relation to finished ground level									

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5	Type	Applicant	Verifier	Comments
	<b>Floor Plans of each floor (Scale 1:00/1:50) showing – 3 copies</b>			
	Floor plan for each level.			
	Use/name of each room with dimensions.			
	Location of all fixtures and fittings including smoke alarms and ventilation.			
	Location of all windows and doors and lintels.			
	Sanitary waste layout (showing venting as required)			
	Means of access to buildings			

6	<b>Plumbing and Drainage Plan - 3 copies(1:100) showing (Note if you supplied drainage details and surface water disposal on the site plan, no drainage plan is required)</b>			
	Fixtures and fittings, hot water systems.			
	Nominated plumbing/drainage design to be installed (NZBC Acceptable solution or G13 or AS/NZS 3500			
	If building is more than one storey with sanitary fittings on upper floors, provide an isometric layout showing wastes, pipes and falls.			
	Drainage layout with inspection bends and junctions indicated for both sewer and storm water. Nominate drain diameters and minimum grades and discharge pipe diameters and mini grades, note fixture vents where required.			
	Nominate invert levels at head of drains and at laterals.			
	Any other drainage on site including Council mains and retaining wall field drains.			
	Ventilation of sanitary rooms, bathrooms, laundry & kitchen			
	North point			
	On site sewerage system with calculations (ie AS/NZS 1547 and/or specific design) (if applicable ) showing: a) Tanks/treatment plants b) Effluent lines c) Evaporator beds			
	On site storm and surface water disposal including soak hole design where applicable.			
	Surface water disposal			
	Subsoil drainage			
Water supply (potable)				
Location of water tanks if applicable				

7	<b>Bracing Plan for each floor level ( scale 1:100/1:50) - 3 copies showing</b>			
	Bracing details and calculations for both wall and sub-floor bracing			
	Sub-floor bracing for decks projecting more than 2m from the house.			
	If the bracing was specifically designed by a Chartered Professional engineer, attach a copy of the engineers producer statement and inspection schedule.			

8	<b>Sections and Details (1:50/1:20/1:10)- 3 copies showing</b>			
	Concrete foundations(footings, slab, thickenings, reinforcing, compacted fill, DPM)			
	Timber sub-floor framing(piles, bearers, bracing, ventilation, joists, flooring, timber treatment)			
	Wall framing (sizes, beams, lintels, truss fixings, point loads, timber treatment.)			
	Exterior claddings, flashings, drained cavities.			
	Waterproofing details and specifications for wet area showers.			
	Any high risk detail( ie up sloping eaves flashing, roof ending in wall, enclosed balustrades etc)			
	Calculations for thermal envelope.			
	If stucco, full stucco specifications( backing material, reinforcing, spacers, control joint method and locations, number of coats, seal finish etc			
	Junctions between differing cladding types			
	Window flashings and wall opening flashings.			
	Roof construction(cladding, pitch, eaves, gutters, flashing)			
	Building heights and relationship to boundaries – daylight angles.			
Verandah construction(beams, posts, fixings, base pads)				

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Type	Applicant	Verifier	Comments
Deck construction(joists, beams, stringers, supports, waterproofing, flashings, bracing)			
Barriers( sizes, construction, base fixings, height, infill etc)			
Stairs ( sizes, barriers, headroom, hand rail, landings)			
Roof truss layout and design certification from pre-cutter( noting specific design of lintels outside scope of NZS 3604)			
Fire rated systems on all walls( and eaves within 0.65m and closer than 1m from any boundary.			
Retaining wall details.			

<b>9</b>	<b>Elevations showing – 3 copies</b>		
	Each exterior wall of the building work showing <ul style="list-style-type: none"> <li>a) Roof type and covering</li> <li>b) Wall cladding</li> <li>c) Windows and doors</li> <li>d) Flues/chimneys</li> <li>e) Fixtures and fittings</li> <li>f) Floor levels</li> <li>g) Correct finished ground levels</li> <li>h) Building heights &amp; relationship to boundaries- daylight angles.</li> </ul>		

<b>10</b>	<b>Weather-tightness details showing the weather proofing of – - 3 copies</b>		
	Weather-tightness risk matrix. Complete a design matrix assessment on all walls in accordance with NZ building code E2- External moisture. Detailing should include doors, meter boxes, roof lights, flues, chimneys, pipe penetrations, roof/wall junctions, wall/wall junctions, floor/wall junctions, internal gutters and face fixings of fittings, features and fixtures.		

<b>11</b>	<b>Specifications( drawings often form specs) -2 copies.</b>		
	Elements of structure(size, spacing, timber treatment		
	Glazing and window restrictors where required.		
	Finish of fixings to meet durability provisions( stainless steel or galvanized)		
	Wet area surfaces		
	Plumbing and drainage materials and design that installation is to comply with.		
	Wall, ceiling and floor insulation. Including calculations.		
	Manufacturer’s product certification and installation information		
<b>Note: specifications must be specific to the project. General specifications will not be accepted.</b>			

<b>12</b>	<b>Structural and Calculations - 2 copies</b>		
	If any design work required the services of a Chartered Professional Engineer, attach a copy of calculations with this application along with structural drawings and producer statement with inspection schedule. Please refer to Councils policy on its web site for guidance on the acceptance of producer statements.		

<b>13</b>	<b>Solid Fuel Heaters – 2 copies</b>		
	Floor plan showing location of the unit and any adjacent doors and windows		
	Method of seismic restraint		
	Wet back details if applicable including tempering valve and seismic restraint of hot water cylinder		
	Heater specifications and installation instructions. If the plans show a free standing or in-built solid fuel burning heater, a copy of the manufacturers data and instructions for installing the heater must be attached with this application.		
Location of smoke detectors			

<b>14</b>	<b>Fire Report – 2 copies</b>		
	For domestic dwellings of four storeys or more; or buildings providing more than one household unit or commercial buildings.		

<b>15</b>	<b>External Consultants</b>		
	Applications containing specific Engineering Design with a value of \$500,000 or more require a Peer Review by Opus.		

	Type	Applicant	Verifier	Comments
<b>16</b>	<b>Access &amp; Facilities</b>			
	Access & Facilities as required by Schedule 2 Building Act 2004			
<b>17</b>	<b>Compliance Schedule</b>			
	List of specified systems			
	Floor plans showing locations of systems			
	Manufacturers product information			
	Maintenance and inspection schedule for specified systems			

Prelodgement meeting     Yes     No    **Accepted – Declined**    Date: .....

Building Control Official: \_\_\_\_\_ Signature \_\_\_\_\_

Unless a separate PIM has already been obtained, you will need to apply for a PIM as part of your Building Consent (BC) Application.

**What is a PIM and what can it tell you?**

A PIM will tell you more about what is allowed to be developed on your building site including any other authorisation that may be required before you go ahead with your project. By completing this form you will discover –

- The **Zone** your property is in.
- What **Activities** are permitted in that zone.
- What **Performance Standards** and **General Provisions** would apply to your project.
- If a Resource Consent is required for any of those Activities, Performance Standards and General Provisions.

Understanding and providing this information to Council could potentially avoid delays in processing your application. It could also save you time and money before you employ someone to design your project so that you get the detailed plans and specifications right first time.

To complete this form you will need access to the Hauraki District Plan (maps and text). The plan is available at any of Council offices or public libraries in Paeroa, Ngatea and Waihi or it can be accessed on the internet by visiting Council's website [www.hauraki-dc.govt.nz](http://www.hauraki-dc.govt.nz). Council's Duty Planner can be contacted on 07-862 8609 if you require help during completion of this checklist.

<b>!</b>	<p>This checklist must be attached to your application form – Form 2 Application for PIM or Building Consent.</p> <p>Please provide 2 copies of the Site Plan and Elevation Plans, indicating any Significant Features, Performance Standard or General Provision requirements that may apply to your project.</p>
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## PART A: ZONE AND SIGNIFICANT FEATURES

<b>1</b>	<b>Applicant's name:</b>	
<b>2</b>	<b>Agent's Name:</b>	
<b>3</b>	<b>First Point of Contact]</b> <i>Who do you want Council to deal with?</i>	Please tick [✓] <input type="radio"/> Applicant or <input type="radio"/> Agent
<b>4</b>	<b>Project Address:</b>	
<b>5</b>	<b>Description of the building:</b> <i>Fully describe the nature of the building.</i>	
<b>6</b>	<b>Intended use of the building:</b> <i>Fully described the intended use of the building and what activity you intend to carry out on the site, in conjunction with the building.</i>	
<b>7</b>	<b>Zoning:</b>	<p><b>District Plan Map Number</b> _____ <i>This information can be obtained from the District Plan Maps.</i></p> <p><b>Zone:</b> _____ <i>The maps will show what zone your property is in (e.g. Rural, Residential etc).</i></p>
<b>8</b>	<b>Significant Features</b> <i>Under the Legend Index at the front of the District Plan maps, each zone or significant feature will refer you to the section of the District Plan text that you need to review.</i>	<p>List any significant features on your property shown on the District Plan Map (e.g. Heritage building, archaeological sites etc).</p> <p><b>Feature 1:</b> _____</p> <p><b>Feature 2:</b> _____</p> <p><b>Feature 3:</b> _____</p>

## PART B: ACTIVITIES

To complete this section you will need to refer to **Section 5** of the District Plan Text. Section 5 details all the different zones stipulating what **Activities** are allowed in that zone as of right and those that require a resource consent. For the latter it includes the **assessment criteria** for that activity.

Section 5 also specifies what **performance standards** are required to be met for that **Activity** for each zone.

### Explanation for the activities:

1. **Permitted Activities:** Activities which are allowed with no Resource Consent required (Subject to compliance with all other relevant rules).
2. **Controlled Activities:** Activities that require a Resource Consent. This type of activity cannot be refused by Council, but Council may impose conditions on the resource consent.
3. **Discretionary Activities:** Activities that require a Resource Consent. Council can either grant or refuse your application. If the application is granted, then conditions may apply.
4. **Non Complying Activities:** Activities that require a Resource Consent. Council can either grant or refuse your application. Council can only grant the application if it is not contrary to objectives and policies for the zone.

<b>1</b>	<p><b>What activity status does your project have?</b> Please tick [✓]</p>	<p><input type="radio"/> Permitted Activity      <input type="radio"/> Controlled Activity</p> <p><input type="radio"/> Discretionary Activity      <input type="radio"/> Non Complying Activity</p>
<b>2</b>	<p><b>Do you require at Resource Consent for this activity?</b></p>	<p><input type="radio"/> Yes      or      <input type="radio"/> No</p> <p><i>If your answer is Yes, then you need to apply for a Resource Consent from Council. Application forms are available at Council offices or from Council's website <a href="http://www.hauraki-dc.govt.nz">www.hauraki-dc.govt.nz</a>, or the application pack can be posted to you by phoning Council on 07- 862 8609 or 0800 734 834 from within the District.</i></p> <p><b>Please note:</b> Where engineering works (eg. installation of service connection) is required as a condition of a granted resource consent, engineering design plan approval must be obtain from Council's Technical Services Department before a building consent can be processed.</p>

## PART C: PERFORMANCE STANDARDS

To determine which performance standards may apply to your Zone, please refer to **Section 9.5 Matrix of Performance Standards** of the District Plan. The matrix highlights which performance standards are required for each Zone.

Within each category of Performance Standard, the District Plan details what standards apply and the assessment criteria required for that standard. The applicable performance standard/rules to your Zoning must be shown on your site and elevation plans.

If your project does not comply with these Performance Standards, then a Resource Consent must be applied for.

PERFORMANCE STANDARDS	Is a Resource Consent required for your project? Yes / No / Not applicable	OFFICE USE ONLY					
		Verifier	2 <sup>nd</sup> Verifier	Comments			
9.2.1	Height and Daylight Control	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/A			
9.2.2	Yards	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/A			
9.2.3	Site/Zone Coverage	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/A			
9.2.4	Density	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/A			
9.2.5	Outdoor Living Court	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/A			
9.2.6	Outdoor Service Court	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/A			
9.2.7	Privacy and Separation	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/A			
9.2.8	Verandahs	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/A			
9.2.9	Setback from Public Drains, Lakes, Floodways Rivers and Streams	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/A			
9.2.10	Floor Levels	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/A			
9.2.11	Erosion Hazard Protection Lines (Whiritoa Beach)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/A			
9.2.12	Sewage Pond Buffer Areas	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/A			
9.2.13	Building Line Restriction (Road widening) (Waihi)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/A			
9.3.1	Number and Location of Parking Spaces	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/A			
9.3.2	Number and Location of Loading Spaces	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/A			
9.3.3	Vehicle Access and Crossings	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/A			
9.3.4	Design of Parking and Loading Spaces, Access and Turning Areas	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/A			
9.3.5	Formation, Screening & Landscaping of Parking, Loading & Access Areas	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/A			
9.3.6	Payment-In-Lieu of Parking (Town Centre Zone)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/A			
9.3.7	Domestic Effluent Disposal	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/A			
9.3.8	Non-Domestic Effluent Disposal	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/A			
9.2.9	Water Supply	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/A			
9.2.10	Stormwater Drainage	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/A			
9.2.11	Telecommunications and Power	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/A			
9.2.12	Landscaping	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/A			
9.2.13	Protection of Traffic Sight Lines	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/A			
9.2.14	Corner Splays	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/A			
9.2.15	Roads	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/A			
9.2.16	Street and Road System	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/A			
9.2.17	Street and Road Design	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/A			
9.2.18	Glare and Lighting	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/A			
9.2.19	Internal Access (Private Ways, Right of Way, Access Lots)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/A			
9.2.20	Drains	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/A			
9.4.1	Noise	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/A			
9.4.2	Hours of Use	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/A			
9.4.5	Vibration in Ground	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/A			

## PART D: GENERAL PROVISIONS

To determine which General Provisions may be applicable to your Zone, please refer to Section 5 of the District Plan. Within each Zone of this section, the plan stipulates which General Provisions will apply to your application.

General Provisions	Is a Resource Consent required for your project? Yes / No / Not applicable	OFFICE USE ONLY		
		Verifier	2 <sup>nd</sup> Verifier	Comments
6.1 Coastal Environment Policy Area	<input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> N/A			
6.2 Karangahake Gorge Scenic Corridor Policy Area	<input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> N/A			
7.1 Heritage Features	<input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> N/A			
7.2 Natural Areas of Ecological Significance	<input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> N/A			
7.3 Protection of Outstanding Natural Features and Landscapes	<input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> N/A			
7.4 Recognition and Protection of Significant Urban/Township Trees	<input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> N/A			
8.1 Provision for Network Utilities Operations	<input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> N/A			
8.2 Provision for Public Works	<input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> N/A			
8.3 Extractive Industry	<input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> N/A			
8.4 Excavation and Fill	<input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> N/A			
8.5 Air Quality	<input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> N/A			
8.7 Signs	<input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> N/A			
8.8 Hazardous Substances	<input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> N/A			
8.10 Surface of Water	<input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> N/A			
10.0 Subdivision, Financial Contributions, Esplanade Reserves and Esplanade Strips	<input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> N/A			

## PART E: COUNCIL MAINS SERVICES

In all cases where public services (sewer, water, storm water) cross or come in close proximity to your site, the site plan must show the proposed distance of the proposed building from the public main(s).

Council Mains	Yes / No / Not applicable	OFFICE USE ONLY		
		Verifier	2 <sup>nd</sup> Verifier	Comments
<p>Are the applicable sewer, water and storm water mains shown on your site plan?</p> <p><b>Note:</b> In general buildings must be located as far away from public mains as the mains are deep in the ground. Should you wish to build closer than this your application will be considered on a case by case basis by Council's Utilities Engineer.</p>	<p><input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> N/A</p>			

## PART E: DEVELOPMENT CONTRIBUTIONS

Development Contributions may apply. Please read the brochure in this pack to determine if payment is required.



Form 344  
Checklist

## Compliance Schedule

Information required (where applicable) with Building Consent application.

Applicant Name: \_\_\_\_\_ Consent No: \_\_\_\_\_

Project Location: \_\_\_\_\_

Applicants Signature: \_\_\_\_\_ Date: \_\_\_\_\_

<b>Performance Standards of Specified Systems</b>					
Tick boxes as appropriate:					
Choose Systems <input checked="" type="checkbox"/>	Specified Systems and Performance Standard	Maintenance to: ( <input checked="" type="checkbox"/> as appropriate)	Inspections to: ( <input checked="" type="checkbox"/> as appropriate)	New System <input checked="" type="checkbox"/>	Modified System <input checked="" type="checkbox"/>
	1. Automatic systems for fire suppression (e.g. sprinkler systems)  Type: ..... Performance standard: NZBC: C3, F7	<input type="checkbox"/> NZS 4541:2003 part 12 <input type="checkbox"/> NZS 4541:2007 part 12 <input type="checkbox"/> NZS 4515:2003 part 8 <input type="checkbox"/> AS1851:2005 section 2 <input type="checkbox"/> Other: .....	<input type="checkbox"/> NZS 4541:2003 part 12 <input type="checkbox"/> NZS 4541:2007 part 12 <input type="checkbox"/> NZS 4515:2003 part 8 <input type="checkbox"/> AS1851:2005 section 2 <input type="checkbox"/> Other:.....		
	2. Automatic or manual emergency warning systems for fire or other dangers (other than a warning system for fire that is entirely within a household unit and serves only that unit)  Type: ..... Performance standard: NZBC: F7	<input type="checkbox"/> NZS 4512:2003 part 6 <input type="checkbox"/> NZS 4512:2010 <input type="checkbox"/> AS 1851:2005 section 6 <input type="checkbox"/> Other: ..... <input type="checkbox"/> Battery replacement frequency:.....	By IQP* <input type="checkbox"/> NZS 4512:2003 part 6 <input type="checkbox"/> AS 1851:2005 section 6 <input type="checkbox"/> NZS 4512:2010 <input type="checkbox"/> Other: .....  (IQP* = Independent Qualified Person)		
	3. Electromagnetic or automatic doors or windows (e.g. ones that close on fire alarm activation)  Type: ..... Type: ..... Type: ..... Type: .....  Performance standard: NZBC: C2, C3	<input type="checkbox"/> AS 4085:1992 appendix A <input type="checkbox"/> NZS 4239:1993 appendix A, <input type="checkbox"/> AS 4178:1994 section 4 <input type="checkbox"/> NZS 4239:1993 <input type="checkbox"/> AS 4085 <input type="checkbox"/> AS 4290 <input type="checkbox"/> Other: ..... <input type="checkbox"/> Battery replacement frequency:.....	<input type="checkbox"/> AS 4085:1992 appendix A <input type="checkbox"/> NZS 4239:1993 appendix A, <input type="checkbox"/> AS 4178:1994 section 4 <input type="checkbox"/> Other: ..... <input type="checkbox"/> Daily inspections by owner for crowd type occupancies <input type="checkbox"/> Monthly inspections for all other occupancies with annual inspection and maintenance by IQP		
	4. Emergency lighting systems  Type: ..... Performance standard: NZBC: F6, F8	<input type="checkbox"/> AS/NZS 2293.2:1995 section 3 <input type="checkbox"/> Other: ..... <input type="checkbox"/> Battery replacement frequency:.....	<input type="checkbox"/> AS/NZS 2293.2:1995 section 3 by IQP <input type="checkbox"/> Other: .....		

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	<p>5. Escape route pressurisation systems</p> <p>Performance standard: NZBC: C1, 2 &amp;3</p>	<p><input type="checkbox"/> AS 1851:2005 section 18</p> <p><input type="checkbox"/> AS/NZS 1668:1998 appendix F</p> <p><input type="checkbox"/> Other: .....</p>	<p>By IQP to:</p> <p><input type="checkbox"/> AS 1851:2005 section 18</p> <p><input type="checkbox"/> AS/NZS 1668:1998 appendix F</p> <p><input type="checkbox"/> Other: .....</p>		
	<p>6. Riser mains for use by fire services</p> <p>Performance standard: NZBC: G10</p>	<p><input type="checkbox"/> AS 1851:2005 section 3</p> <p><input type="checkbox"/> NZS 4510:2008 part 9</p> <p><input type="checkbox"/> Other: .....</p>	<p>By IQP to:</p> <p><input type="checkbox"/> AS 1851:2005 section 3</p> <p><input type="checkbox"/> NZS 4510:2008 part 9</p> <p><input type="checkbox"/> Other: .....</p>		
	<p>7. Automatic back-flow preventers connected to a potable water supply</p> <p>Type: .....</p> <p>Type: .....</p> <p>Performance standard: NZBC: G12</p>	<p><input type="checkbox"/> AS/NZS 2845:1998 Part 3</p> <p><input type="checkbox"/> Backflow inspection and test after repair or replacement</p> <p><input type="checkbox"/> Other: .....</p>	<p>By IQP to:</p> <p><input type="checkbox"/> AS/NZS 2845:1998 Part 3</p> <p><input type="checkbox"/> Other: .....</p>		
	<p>8. Lifts, escalators, travelators, or other systems for moving people or goods within buildings</p> <p>Type: .....</p> <p>Performance standard: NZBC: D2</p>	<p><input type="checkbox"/> NZS 4332:1997 part 2.5</p> <p><input type="checkbox"/> BS EN 81:2003</p> <p><input type="checkbox"/> D2/AS3 BS EN 81:2003</p> <p><input type="checkbox"/> Other: .....</p> <p><input type="checkbox"/> Additional requirements:</p>	<p>By IQP to:</p> <p><input type="checkbox"/> NZS 4332:1997 part 2.5</p> <p><input type="checkbox"/> BS EN 81:2003</p> <p><input type="checkbox"/> D2/AS3 BS EN 81:2003</p> <p><input type="checkbox"/> Other: .....</p> <p><input type="checkbox"/> Additional requirements:</p>		
	<p>9. Mechanical ventilation or air conditioning systems</p> <p>Type: .....</p> <p>Type: .....</p> <p>Type: .....</p> <p>Type: .....</p> <p>Performance standard: NZBC: G4</p> <p><input type="checkbox"/> COBSE Handbook</p> <p><input type="checkbox"/> ASHRAE Handbook</p>	<p><input type="checkbox"/> NZS 4302:1987 part 2</p> <p><input type="checkbox"/> AS 1851:2005 section 6</p> <p><input type="checkbox"/> AS/NZS 3666.2:2002</p> <p><input type="checkbox"/> AS 1668.2:2002</p> <p><input type="checkbox"/> Other: .....</p>	<p>By IQP to:</p> <p><input type="checkbox"/> NZS 4302:1987 part 2</p> <p><input type="checkbox"/> AS 1851:2005 section 6</p> <p><input type="checkbox"/> AS/NZS 3666.2:2002,</p> <p><input type="checkbox"/> Other: .....</p> <p><input type="checkbox"/> Cooling tower tests: AS 3896</p> <p><input type="checkbox"/> AS 1851:2005 section 18 – if fitted with smoke / fire control</p>		
	<p>10. Building maintenance units providing access to exterior and interior walls of buildings</p> <p>Type: .....</p> <p>Performance standard: NZBC: BS6037, dated 1981</p>	<p><input type="checkbox"/> BS 6037.1:2007</p> <p><input type="checkbox"/> Other: .....</p>	<p><input type="checkbox"/> BS 6037.1:2007</p> <p><input type="checkbox"/> Other: .....</p>		
	<p>11. Laboratory fume cupboards</p> <p>Performance standard: NZBC: F3</p>	<p><input type="checkbox"/> AS/NZS 2243.8:2006</p> <p><input type="checkbox"/> Other: .....</p>	<p>By IQP to:</p> <p><input type="checkbox"/> AS/NZS 2243.8:2006</p> <p><input type="checkbox"/> Other: .....</p>		
	<p>12. Audio loops or other assistive listening systems</p> <p>Type: .....</p> <p>Performance standard: NZBC: G5, F7</p>	<p><input type="checkbox"/> AS 1088.4:1987</p> <p><input type="checkbox"/> AS 60118.4:2007</p> <p><input type="checkbox"/> Other: .....</p>	<p>By IQP to:</p> <p><input type="checkbox"/> AS 1088.4:1987</p> <p><input type="checkbox"/> AS 60118.4:2007</p> <p><input type="checkbox"/> Other: .....</p>		

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	<p>13. Smoke control systems</p> <p>Type: .....</p> <p>Performance standard: NZBC: C3</p>	<p><input type="checkbox"/> AS/NZS 1668.1998 part 4</p> <p><input type="checkbox"/> AS 1851:2005 section 18</p> <p><input type="checkbox"/> AS 1851:2005 section 17</p> <p><input type="checkbox"/> Other: .....</p>	<p>By IQP to:</p> <p><input type="checkbox"/> AS/NZS 1668.1998 part 4</p> <p><input type="checkbox"/> AS 1851:2005 section 18</p> <p><input type="checkbox"/> AS 1851:2005 section 17</p> <p><input type="checkbox"/> Other: .....</p>		
	<p>14. Emergency power systems for, or signs relating to, a system or feature specified in any of clauses 1 to 13</p> <p>Performance standard: NZBC: F8</p>	<p><input type="checkbox"/> NZS 6104:1981 part 8</p> <p><input type="checkbox"/> NZS 5807: 2008</p> <p><input type="checkbox"/> NZS 4512. 2010</p> <p><input type="checkbox"/> NZS4512: 2003</p> <p><input type="checkbox"/> Other: .....</p>	<p>By IQP to:</p> <p><input type="checkbox"/> NZS 6104:1981 part 8</p> <p><input type="checkbox"/> Other: .....</p>		
<p>15. Any or all of the following systems and features, so long as they form part of a building's means of escape from fire, and so long as those means also contain any or all of the systems or features specified in clauses 1 to 6, 9, and 13: Performance standard = NZBC:C1 – C4, F7, F8 as appropriate</p>					
	<p>(a) Fire separations (as defined by the Building Code)</p> <p>Type: .....</p> <p>Performance standard = NZBC:C1-4</p>	<p><input type="checkbox"/> AS 1851:2005 section 17</p> <p><input type="checkbox"/> Compliance Document C/AS1 Fire Safety</p> <p><input type="checkbox"/> Other: .....</p>	<p><input type="checkbox"/> AS 1851:2005 section 17</p> <p><input type="checkbox"/> Compliance Document C/AS1 Fire Safety</p> <p><input type="checkbox"/> Daily inspections by owner for crowd type occupancies</p> <p><input type="checkbox"/> Six monthly inspections for all other occupancies with annual inspection and maintenance by IQP</p> <p><input type="checkbox"/> Other: .....</p>		
	<p>(b) Smoke separations</p> <p>Type: .....</p> <p>Details: .....</p> <p>Performance standard = NZBC: C1-4</p>	<p><input type="checkbox"/> AS 1851:2005 section 17</p> <p><input type="checkbox"/> Compliance Document C/AS1 Fire Safety</p>	<p><input type="checkbox"/> AS 1851:2005 section 17</p> <p><input type="checkbox"/> Compliance Document C/AS1 Fire Safety</p> <p><input type="checkbox"/> Daily inspections by Owner for crowd type occupancies</p> <p><input type="checkbox"/> Monthly inspections for all other occupancies with annual inspection and maintenance by IQP</p> <p><input type="checkbox"/> Other: .....</p>		
	<p>(c) Final exits</p> <p>Details: .....</p> <p>Performance standard = NZBC:F6</p>	<p><input type="checkbox"/> maintained in a safe condition: <i>freedom from obstructions, locking, blocking, barring, storage of combustibles and ease of opening any door leading into the escape route and at the final exit</i></p> <p><input type="checkbox"/> Other: .....</p>	<p><input type="checkbox"/> Fire Safety and Evacuation of Building Regulations 1992</p> <p><input type="checkbox"/> Compliance Schedule Handbook 2007</p> <p><input type="checkbox"/> Daily inspections by owner for crowd type occupancies</p> <p><input type="checkbox"/> Monthly inspections for all other occupancies with annual inspection and maintenance by IQP</p> <p><input type="checkbox"/> Other: .....</p>		
	<p>(d) Systems for communicating spoken information intended to facilitate evacuation</p> <p>Type: .....</p> <p>Performance standard = NZBC:F7</p>	<p><input type="checkbox"/> AS 1851: 2005 section 10</p> <p><input type="checkbox"/> Other: .....</p>	<p>By IQP to:</p> <p><input type="checkbox"/> AS 1851: 2005 section 10</p> <p><input type="checkbox"/> Other: .....</p>		
	<p>(e) Signs for communicating information intended to facilitate evacuation</p> <p>Type: .....</p> <p>Performance standard = NZBC:F8</p>	<p><input type="checkbox"/> Immediate replacement or refurbishment of signs if missing, incorrect or illegible</p> <p><input type="checkbox"/> Other: .....</p>	<p><input type="checkbox"/> Daily inspections by owner for crowd type occupancies</p> <p><input type="checkbox"/> Monthly inspections for all other occupancies with annual inspection and maintenance by IQP</p> <p><input type="checkbox"/> Other: .....</p>		

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	16. Cable Cars Type: ..... Performance standard: NZBC	<input type="checkbox"/> NZS 5270:2005 part 16 appendix C <input type="checkbox"/> Other: .....	By IQP to: <input type="checkbox"/> NZS 5270:2005 part 16 appendix C <input type="checkbox"/> Other: .....		
	Means of escape from fire	<input type="checkbox"/> Building Act 2004 Section 103(d)(i)			
	Safety Barriers	<input type="checkbox"/> Building Act 2004 Section 103(d)(ii)			
	Access & facilities for people with disabilities	<input type="checkbox"/> Building Act 2004 Section 103(d) (iii)			
	Fire hose reels for fire fighting	<input type="checkbox"/> Building Act 2004 Section 103(d) (iv)			
	Signs required by the Building Code or Section 120 of the Building Act	<input type="checkbox"/> Building Act 2004 Section (d) (v)			

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