Form 208

Building Consent Application Checklist/Residential

TO BE FILLED OUT BY DESIGNER

HOROWHENUA DISTRICT COUNCIL

Site Address:				
Date:	**Building Category**	**1**	**2**	**3**

APPLICATION TYPE			
New building	YES	NO	N/A
Alterations	YES	NO	N/A
Additions	YES	NO	N/A
Demolition	YES	NO	N/A
Relocation	YES	NO	N/A
Change of use	YES	NO	N/A
Stage of	YES	NO	N/A
BUILDING CLASSIFICATION			
Housing			
Detached	YES	NO	N/A
Multi-unit	YES	NO	N/A
Group dwelling	YES	NO	N/A
Outbuildings			
Garage, barn, shed	YES	NO	N/A
Swimming pool	YES	NO	N/A
Glasshouse, pergola, other	YES	NO	N/A
Ancillary			
Bridge, Outdoor fire, retaining wall	YES	NO	N/A
Commercial / Industrial	YES	NO	N/A

APPLICATION NUMBER			
Certificate of title Less than 3 months old	YES	NO	
Legal description checked	YES	NO	
Street address	YES	NO	
Name of building (if applicable)			
Floor level	YES	NO	N/A
Current lawful use			
Building history - listed	YES	NO	N/A
Specified Intended life if less than 50 yrs			
Value of work (including labour & GST)	$		
FLOOR AREA			
Ground floor	M^2		
Basement	M^2		
1st floor	M^2		
2nd floor	M^2		
Outbuildings	M^2		
Decks/balconies	M^2		
Other	M^2		
TOTAL NEW WORK	M^2		
Total existing buildings on site	M^2		

CONTACT DETAILS, ADDRESS, PHONE, ETC			
Owner's details	YES	NO	
Agent's details	YES	NO	N/A
Designer's details	YES	NO	
Engineer's details	YES	NO	N/A
COMPLIANCE			
Means of compliance completed (as per application form)	YES	NO	
Standards - Current version specified	YES	NO	

PROPERTY INFORMATION					
Wind Zone	Low	Medium	High	Very High	Specific Design
Corrosion Zone as defined NZS3604 4.2.3	Sea spray zone		Zone 1		
Earthquake Zone	A				
Is the site subject to natural hazards ie: flooding, subsidence, slipping etc	YES	NO			
Do the plans show how you are mitigating the risk ie: finished floor level etc	YES	NO			

DETAILED DESCRIPTION OF BUILDING WORK

PLANS			
Number of sets required 2	Yes		No
SPECIFICATIONS			
Number of sets required 2	Yes		No
BRACING CALCULATIONS			
Subfloor/ Deck (2 sets required)	Yes	No	N/A
Wall (per floor)	Yes	No	N/A
STRUCTURAL ENGINEERING			
Number of sets supplied (2 required)			
Beam layout plan	YES	NO	N/A
Connection details	YES	NO	N/A
Producer statement	YES	NO	N/A
GEOTECHNICAL ENGINEERING			
Number of sets supplied (2 required)			
Site plan	YES	NO	N/A
Soils analysis/report	YES	NO	N/A
Producer statement	YES	NO	N/A
H1 ENERGY EFFICIENCY			
Design	YES	NO	N/A
E2 RISK MATRIX – 1 PER FACE/ELEVATION			
• North	YES	NO	N/A
• South	YES	NO	N/A
• East	YES	NO	N/A
• West	YES	NO	N/A
CROSS-SECTIONS			
Minimum of one along the length	YES	NO	N/A
Minimum of one across the width	YES	NO	N/A
Details to include:			
Footing size	YES	NO	N/A
Subfloor ventilation and insulation	YES	NO	N/A
Foundations steel – size and centres	YES	NO	N/A
Wall insulation	YES	NO	N/A
Wall framing - sizes, centres, treatment, height	YES	NO	N/A
Masonry and slab	YES	NO	N/A
Cladding	YES	NO	N/A
Cavity and battens	YES	NO	N/A
Building paper	YES	NO	N/A
Stairs - tread, rise, pitch, height	YES	NO	N/A
Decks and balconies	YES	NO	N/A
Linings and finishes	YES	NO	N/A
Ceiling insulation	YES	NO	N/A
ELECTRICAL PLAN			
Smoke detectors	YES	NO	N/A
Mechanical light and ventilation	YES	NO	N/A
ELEVATIONS			
• North	YES	NO	N/A
• South	YES	NO	N/A
• East	YES	NO	N/A
• West	YES	NO	N/A

SITE PLAN			
1:100 1:200 or 1:500	YES	NO	N/A
Legal description	YES	NO	N/A
Site area	YES	NO	N/A
Private drainage	YES	NO	N/A
Public drainage showing depth of drains, manholes etc.	YES	NO	N/A
Dimensions – 3 minimum	YES	NO	N/A
Existing and proposed buildings	YES	NO	N/A
North point & building orientation	YES	NO	N/A
Contours, datum	YES	NO	N/A
Finished floor level	YES	NO	N/A
Retaining walls	YES	NO	N/A
Extent of cut and fill	YES	NO	N/A
Site coverage	YES	NO	N/A
Parking and vehicle access	YES	NO	N/A
Protected trees	YES	NO	N/A
HWC (gas)	YES	NO	N/A
Water meter (if applicable)	YES	NO	N/A
FLOOR PLAN			
Room use denoted	YES	NO	
Window size and position	YES	NO	N/A
Fixtures and fittings	YES	NO	N/A
Solid fuel heating	YES	NO	N/A
HWC	YES	NO	N/A
Wall bracing - height, position, type	YES	NO	
FOUNDATION PLAN			
Timber floor			
Pile size, centres, treatment	YES	NO	N/A
Footing size	YES	NO	N/A
Bracing layout, type and position	YES	NO	N/A
Joists and bearers	YES	NO	N/A
Concrete floor			
Dimensions, bays, mesh size, plumbing fixtures, point load pads, slab thickenings, etc.	YES	NO	N/A
Specific design (raft)	YES	NO	N/A
ROOF FRAMING PLAN			
Pitched roof	YES	NO	N/A
Ridge beam, rafters, purlins, building paper, insulation	YES	NO	N/A
Eaves	YES	NO	N/A
Pergola	YES	NO	N/A
Trussed Roof	YES	NO	N/A
Truss type	YES	NO	N/A
Point loads identified	YES	NO	N/A
Roof bracing	YES	NO	N/A
	YES	NO	N/A
WEATHERTIGHTNESS - FLASHING DETAILS			
Windows	YES	NO	N/A
Balconies	YES	NO	N/A
Parapets	YES	NO	N/A
Decks	YES	NO	N/A

ELEVATIONS				WEATHERTIGHTNESS - FLASHING DETAILS			
Wall cladding	YES	NO	N/A	Roof and wall junctions	YES	NO	N/A
Roof cladding	YES	NO	N/A	More than one cladding	YES	NO	N/A
Finished floor levels	YES	NO	N/A	Pergola	YES	NO	N/A
Height in relation to boundary	YES	NO	N/A	Other penetrations	YES	NO	N/A
Maximum building height	YES	NO	N/A				
DECK CONSTRUCTION				**SOLID FUEL HEATING**			
Foundation plan	YES	NO	N/A	Specifications	YES	NO	N/A
Pile size, centers. treatment	YES	NO	N/A	Construction details	YES	NO	N/A
Bearer size, span, treatment	YES	NO	N/A	Floor plan	YES	NO	N/A
Joist size, centers, treatment	YES	NO	N/A	Energy source	YES	NO	N/A
Detail at junction of house	YES	NO	N/A	Smoke Detectors	YES	NO	N/A
FENCING OF SWIMMING POOLS				**OUTBUILDINGS (also must include SITE PLAN details)**			
Pool construction details	YES	NO	N/A	Foundation plan	YES	NO	N/A
Pool specification	YES	NO	N/A	Cross-section	YES	NO	N/A
In-ground or above-ground	YES	NO	N/A	Wall bracing	YES	NO	N/A
Fencing and gate plan	YES	NO	N/A	Roof framing	YES	NO	N/A
Fencing/construction details	YES	NO	N/A	Elevations	YES	NO	N/A
Floor plan if house forms fencing	YES	NO	N/A	Drainage	YES	NO	N/A
Backflow	YES	NO	N/A	Engineer design	YES	NO	N/A

PUBLIC USE BUILDINGS

FIRE SAFETY				PUBLIC SAFETY			
Fire report	YES	NO	N/A	Project management plan details for protection of the public	YES	NO	N/A
Smoke alarms	YES	NO	N/A				
Sprinkler system	YES	NO	N/A	**ACCESSIBLE FACILITIES**			
Emergency lights	YES	NO	N/A	Carparks	YES	NO	N/A
Fire alarm sounders	YES	NO	N/A	Ramps / Footpaths	YES	NO	N/A
Thermal (heat) detectors	YES	NO	N/A	Kerb Ramps	YES	NO	N/A
Fire alarm call points	YES	NO	N/A	Entrance route	YES	NO	N/A
'Open Path' travel to exits	YES	NO	N/A	Lifts	YES	NO	N/A
Fire cells & demarcation points	YES	NO	N/A	Stair design	YES	NO	N/A
Signage	YES	NO	N/A	Handrails	YES	NO	N/A
				Toilet / bathroom facilities	YES	NO	N/A
				Signage	YES	NO	N/A

√	SPECIFIED SYSTEMS INCLUDED IN PROJECT – BOTH EXISTING & PROPOSED Please tick appropriate boxes	
	SS1	***Automatic systems for fire suppression***
	SS2	***Automatic or manual warning systems for fire or other dangers***
	SS3	***Electromagnetic or automatic doors or windows***
	SS4	***Emergency lighting systems***
	SS5	***Escape route pressurisation systems***
	SS6	***Riser mains for use by fire services***
	SS7	***Automatic back-flow preventers connected to a potable water supply***
	SS8	***Lifts, escalators, travelators, or other systems for moving people or goods within buildings***
	SS9	***Mechanical ventilation or air-conditioning systems***
	SS10	***Building maintenance units providing access to exterior and interior walls of buildings***
	SS11	***Laboratory fume cupboards***
	SS12	***Audio loops or other assistive listening systems***
	SS13	***Smoke control systems***
	SS14	***Emergency power systems for, or signs relating to, a system or feature specified in any of the SS1 – SS13 systems above***
	SS15	***Other fire safety systems or features ie: final exits, fire separations, signs, or systems for communicating evacuation information***
	SS16	***Cable cars (includes residential)***
SPECIFIED SYSTEM DETAILS INCLUDING SPECIFIC TYPE & INSPECTION, MAINTENANCE AND REPORTING PROCEDURES ARE TO BE INCLUDED WITH THE BUILDING CONSENT DOCUMENTS SUBMITTED		

Building Consent
Compliance with the Building Code
TO BE FILLED OUT BY APPLICANT

HOROWHENUA DISTRICT COUNCIL

The building work will comply with the building code as follows:		
Clause (tick 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 not applicable, put n/a)	**Means of Compliance document to be listed below.** Where a standard is specified please note the revision or year and ensure that the current version is applied
☐ **B1** Structure	O Acceptable Solution O Alternative Solution O Verification Method	
☐ **B2** Durability	O Acceptable Solution O Alternative Solution O Verification Method	
☐ **C1** Outbreak of fire	O Acceptable Solution O Alternative Solution O Verification Method	
☐ **C2** Means of escape	O Acceptable Solution O Alternative Solution O Verification Method	
☐ **C3** Spread of fire	O Acceptable Solution O Alternative Solution O Verification Method	
☐ **C4** Structural stability during fire	O Acceptable Solution O Alternative Solution O Verification Method	
☐ **D1** Access routes	O Acceptable Solution O Alternative Solution O Verification Method	
☐ **D2** Mechanical installations for access	O Acceptable Solution O Alternative Solution O Verification Method	
☐ **E1** Surface water	O Acceptable Solution O Alternative Solution O Verification Method	
☐ **E2** External moisture	O Acceptable Solution O Alternative Solution O Verification Method	
☐ **E3** Internal moisture	O Acceptable Solution O Alternative Solution O Verification Method	
☐ **F1** Hazardous agents on site	O Acceptable Solution O Alternative Solution O Verification Method	
☐ **F2** Hazardous building materials	O Acceptable Solution O Alternative Solution O Verification Method	
☐ **F3** Hazardous substances and processes	O Acceptable Solution O Alternative Solution O Verification Method	
☐ **F4** Safety from falling	O Acceptable Solution O Alternative Solution O Verification Method	
☐ **F5** Construction and demolition hazards	O Acceptable Solution O Alternative Solution O Verification Method	
☐ **F6** Visibility in escape routes	O Acceptable Solution O Alternative Solution O Verification Method	
☐ **F7** Warning systems	O Acceptable Solution O Alternative Solution O Verification Method	
☐ **F8** Signs	O Acceptable Solution O Alternative Solution O Verification Method	

The building work will comply with the building code as follows:			
Clause (tick 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 not applicable, put n/a)	**Means of Compliance document to be listed below.**
☐ **G1**	Personal hygiene	O Acceptable Solution O Alternative Solution O Verification Method	
☐ **G2**	Laundering	O Acceptable Solution O Alternative Solution O Verification Method	
☐ **G3**	Food preparation and prevention of contamination	O Acceptable Solution O Alternative Solution O Verification Method	
☐ **G4**	Ventilation	O Acceptable Solution O Alternative Solution O Verification Method	
☐ **G5**	Interior environment	O Acceptable Solution O Alternative Solution O Verification Method	
☐ **G6**	Airborne and impact sound	O Acceptable Solution O Alternative Solution O Verification Method	
☐ **G7**	Natural light	O Acceptable Solution O Alternative Solution O Verification Method	
☐ **G8**	Artificial light	O Acceptable Solution O Alternative Solution O Verification Method	
☐ **G9**	Electricity	O Acceptable Solution O Alternative Solution O Verification Method	
☐ **G10**	Piped services	O Acceptable Solution O Alternative Solution O Verification Method	
☐ **G11**	Gas as an energy source	O Acceptable Solution O Alternative Solution O Verification Method	
☐ **G12**	Water supplies	O Acceptable Solution O Alternative Solution O Verification Method	
☐ **G13**	Foul water	O Acceptable Solution O Alternative Solution O Verification Method	
☐ **G14**	Industrial liquid waste	O Acceptable Solution O Alternative Solution O Verification Method	
☐ **G15**	Solid waste	O Acceptable Solution O Alternative Solution O Verification Method	
☐ **H1**	Energy efficiency	O Acceptable Solution O Alternative Solution O Verification Method	