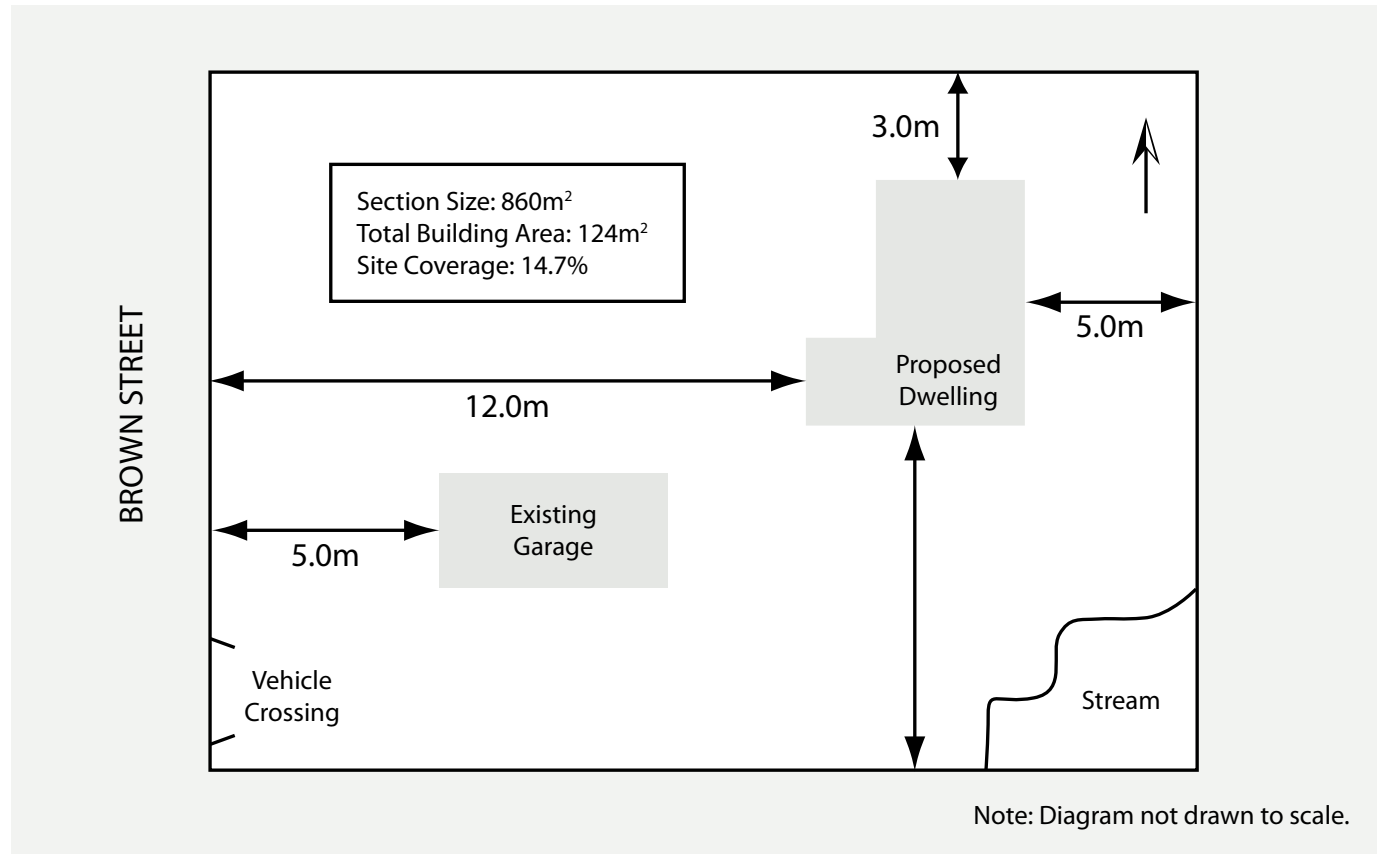


Processing time

On receipt of your Resource Consent application, complete with all information required, the application will be processed within the statutory timeframe of 20 working days for non-notified applications.

Example of a Site Plan



The site plan must show at least the two closest distances to the boundaries.

Please discuss with the Planning Department whether any restrictions affect your property.

NOTE: These provisions are from the Horowhenua District Plan as at 1 June 2009. These provisions may change, and should only be used as a guide.



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7206 Dry Crust Communications

Building relocations



To relocate any building in the Horowhenua District, you require a Building Consent and a Resource Consent.

A Building Consent is required to ensure that the building complies with the Building Act 2004, and is structurally sound for relocation purposes. The Resource Consent requires that relocated buildings are upgraded to an acceptable standard as soon as reasonably possible to minimise any detracting from the amenity of the areas into which they have been shifted. To ensure the building is brought back to a reasonable standard a bond is usually required to ensure that certain exterior work such as repainting or the replacement of defective exterior cladding (including roofing) are carried out within an appropriate timeframe. Normally this is 12 months.

What is a Relocated Building?

A relocated building is any second hand building which is transported in whole or in parts and relocated from its original site to a new site. The District Plan definition excludes any pre-fabricated building which is delivered dismantled to a site for erection on that site.

Applying for a Resource Consent

A Resource Consent Application to relocate a building must contain sufficient information to enable Council to understand what is proposed. The following information must be submitted in a Resource Consent Application to Council, to place a relocated building on your property:

1. Completed application forms

- A Resource Consent application form must be completed to relocate a building. These forms are available from Council.
- The form must contain a detailed description of the building to be relocated, the site where the proposed building is to be relocated, and details of existing buildings and topography.

2. Plans

- Locality Plan: Identification of the property address.
- Site Plan: Plan of the property accurately drawn to a recognised metric scale (1:100, 1:200, 1:500) on paper of size A3 or A4, showing the proposed position of the building on the property, site boundaries, site area, location and use of all existing and proposed buildings (including accessory buildings) and their relationship to site boundaries, and other details such as the location of services and easements (see Site Plan example overleaf).
- Elevations to determine compliance with the daylight setback requirements of the District Plan.

3. Photos

Photographs that clearly show the nature and condition of the building to be re-located.

4. Certificate of Title

A copy of the Certificate of Title for the property including copies of any easements, consent notices or encumbrances held on the title.

5. Building Condition Report

A building report prepared by a suitably qualified person, confirming the condition of the building and including an appraisal of likely remedial costs for bringing the exterior of the building up to a suitable standard.

Matters under Council control

Relocating any building in the Horowhenua District is a controlled activity if the building complies with all of the relevant conditions including setbacks, height, parking provisions etc. Council reserves its right to control the following matters in relocating buildings:

Length of time

- The length of time taken to re-construct, repair, or refurbish the building.

Upgrading

Undertake the following works:

- Redecoration or reinstatement of any roof or exterior cladding

- Reinstatement of any porches, terraces, baseboards and steps
- Replacement of broken window panes, broken or rotten timber, guttering, drainpipes
- Reinstatement of that part of a dwelling where a chimney has been removed
- Reinstatement of the site and access to the site
- Details and length of time to complete site landscaping

Bond

- A bond secured by deposits of cash with the District Council, bank guarantee, or otherwise, to the satisfaction of the District Council, is required to ensure compliance with the Resource Consent conditions. The bond is to be paid prior to the movement of the building to its new site, and is to be equal to the value of the work required, as assessed by a suitably qualified person approved by the Manager of Environmental Services. The required work will be expected to be completed within a 12 month period. Portions of the bond may be refunded at the discretion of the Manager of Environmental Services, as substantial portions of the exterior work are completed.

Relocated buildings shall comply, in all respects, with the conditions specified for permitted activities in the relevant parts of the District Plan unless specifically assessed and approved by the resource consent (e.g. boundary setback encroachment). Where a proposal may not comply with one or more of the conditions for permitted activities, it may be necessary for the applicant to seek approval from any potentially affected parties.

Processing fees

Resource Consent applications for re-located buildings currently incur a standard deposit. Processing costs will be charged on an hourly basis and any balance will be invoiced upon completion of the consent processing. The deposit payment must accompany the application form submitted to Council. In addition to the costs of processing the application, fees will also be charged for the Building Consent and monitoring of the Resource Consent to ensure the building has been relocated and upgraded to a satisfactory standard prior to refunding the bond.