Form 2

Application for project information memorandum and/or building consent
Section 33 or section 45, Building Act 2004

The building
Street address of building:
[for structures that do not have a street address, state the nearest street intersection and the distance and direction from that intersection]

Legal description of land where building is located:
[state legal description as at the date of application and, if the land is proposed to be subdivided, include details of relevant lot numbers and subdivision consent]

Building name: [if applicable]
Location of building within site/block number: [include nearest street access]

Number of levels: [include ground level and any levels below ground]
Level/unit number:
Area: [total floor area; indicate area affected by the building work if less than the total area]

Current, lawfully established, use: [include number of occupants per level and per use if more than 1]

Year first constructed: [if unknown, state approximate year(s)]

The owner
Name of owner: [include preferred form of address, eg, Mr, Miss, Dr, if an individual]

Contact person: [if the applicant is not an individual]
Mailing address:

Street address/ registered office:

Phone number:  Landline: Mobile:
Daytime: After hours:
Facsimile number:
Email address:
Website: [if applicable]
The following evidence of ownership is attached to this application:
[copy of certificate of title, lease, agreement for sale and purchase, or other document showing full name of legal owner(s) of the building]

Agent
[Only complete this section if the application is being made on behalf of the owner]
Name of agent:
Contact person: [if the agent is not an individual]
Mailing address:

Street address/ registered office:

<table>
<thead>
<tr>
<th>Phone number:</th>
<th>Landline:</th>
<th>Mobile:</th>
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</thead>
<tbody>
<tr>
<td></td>
<td>Daytime:</td>
<td>After hours:</td>
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</tbody>
</table>

Facsimile number:
Email address:
Website: [if applicable]
Relationship to owner:
[state details of authorisation from the owner to make the application on the owner’s behalf]

First point of contact for communications with the council/building consent authority:
[state full name, mailing address, phone number(s), facsimile number(s) and email address(es). Contact details must be in New Zealand]
## 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 [delete one]

Date:

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### Space for council use

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### The project

Description of the building work:

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Will the building work result in a change of use of the building? ( ) Yes ( ) No

If Yes, provide details of the new use:

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

List building consents previously issued for this project (if any):
Estimated value of the building work on which the building levy will be calculated (including goods and services tax): $

[state estimated value as defined in section 7 of the Building Act 2004]

**Restricted building work**

Will the building work include any restricted building work? ( ) Yes ( ) No

If Yes, provide the following details of all licensed building practitioners who will be involved in carrying out or supervising the restricted building work: [if these details are unknown at the time of the application, they must be supplied before the work begins]

<table>
<thead>
<tr>
<th>Name</th>
<th>Licensing class</th>
<th>Licensed building practitioner number (or registration number if treated as being licensed under section 291 of the Building Act 2004)</th>
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</table>

**Note:** continue on another page if necessary.

**Project information memorandum**

[Only complete this section if the application is for a project information memorandum]

The following matters are involved in the project:

( ) Subdivision

( ) Alterations to land contours

( ) New or altered connections to public utilities

( ) New or altered locations and/or external dimensions of buildings

( ) New or altered access for vehicles

( ) Building work over or adjacent to any road or public place

( ) Disposal of stormwater and wastewater

( ) Building work over any existing drains or sewers or in close proximity to wells or water mains

( ) Other matters known to the applicant that may require authorisations from the territorial authority: [specify]
Building consent

[Only complete this section if the application is for a building consent]

The following plans and specifications are attached to this application:

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Note: All plans and specifications must meet the minimum requirements set out in the regulations or required by the building consent authority.

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

<table>
<thead>
<tr>
<th>Clause</th>
<th>Means of compliance</th>
<th>Waiver/Modification required</th>
</tr>
</thead>
<tbody>
<tr>
<td>B1 Structure</td>
<td>[tick relevant clause numbers of building code]</td>
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</tr>
<tr>
<td>B2 Durability</td>
<td>[refer to the relevant compliance document(s) or detail of alternative solution in the plans and specifications; if not applicable, state n/a]</td>
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<tr>
<td>C1 Outbreak of fire</td>
<td></td>
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<tr>
<td>C2 Means of escape</td>
<td></td>
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<td>C3 Spread of fire</td>
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<tr>
<td>C4 Structural stability during fire</td>
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<tr>
<td>D1 Access routes</td>
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<tr>
<td>D2 Mechanical installations for access</td>
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<td></td>
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<tr>
<td>E1 Surface water</td>
<td></td>
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<tr>
<td>E2 External moisture</td>
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<tr>
<td>E3 Internal moisture</td>
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<tr>
<td>F1 Hazardous agents on site</td>
<td></td>
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<tr>
<td>F2 Hazardous building materials</td>
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</tbody>
</table>
( ) F3 Hazardous substances and processes
( ) F4 Safety from falling
( ) F5 Construction and demolition hazards
( ) F6 Lighting for emergency
( ) F7 Warning systems
( ) F8 Signs
( ) G1 Personal hygiene
( ) G2 Laundering
( ) G3 Food preparation and prevention of contamination
( ) G4 Ventilation
( ) G5 Interior environment
( ) G6 Airborne and impact sound
( ) G7 Natural light
( ) G8 Artificial light
( ) G9 Electricity
( ) G10 Piped services
( ) G11 Gas as an energy source
( ) G12 Water supplies
( ) G13 Foul water
( ) G14 Industrial liquid waste
( ) G15 Solid waste
( ) H1 Energy efficiency
### Compliance schedule

[Only complete this section if the application is for a building consent]

Does the building have any specified systems? [specified systems are defined in regulations]  
( ) Yes  ( ) No

If Yes, complete the following section(s):

The specified systems for the building are as follows:

<table>
<thead>
<tr>
<th>System 1</th>
<th>System 2</th>
<th>System 3</th>
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The following specified systems are being altered, added to, or removed in the course of the building work:

<table>
<thead>
<tr>
<th>System 4</th>
<th>System 5</th>
<th>System 6</th>
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### Attachments

The following documents are attached to this application:

( ) Plans and specifications [list]

( ) Memoranda (Certificates of Design Work) from licensed building practitioners who carried out or supervised any design work that is restricted building work

( ) Project information memorandum

( ) Development contribution notice