

Form 2AA:

Application for project information memorandum for non-consented small standalone dwelling

SECTION 33, BUILDING ACT 2004

Building

Street address of site:

Proposed location
of building within site:

Total floor area:

Owner

Name:

(include preferred form of address, eg, Mr, Miss, Ms, Mrs, Dr, if an individual)

*Contact person:

*(*omit if the applicant is an individual)*

Mailing address:

Street address/Registered office*:

**Select one*

Phone:

(specify preferred contact number for owner (mobile telephone or landline))

Email address:

*Internet site:

*(*omit if owner does not have an internet site)*

The following evidence of
ownership is attached to
this application:

(copy of record of title, lease, agreement for sale and purchase, or other document showing full name of legal owner(s) of building)

***Agent**

*Omit all details under this heading if the owner is not represented by an agent.

Name:

†Contact person:

*(*omit if the agent is an individual)*

Mailing address:

Street address/Registered office*:

**Select one*

Phone:

(specify preferred contact number for agent (mobile telephone or landline))

Email address:

*Internet site:

*(*omit if owner does not have an internet site)*

Relationship to owner:

(give details of authorisation from owner to make application on owner's behalf)

First point of contact for
communications with
territorial authority:

(specify full name, mailing address, phone number(s) and email address(es)†)

†Points of contact must be in New Zealand

Application

I request that you issue a project information memorandum for the non-consented small standalone dwelling described in this application.

Date:

DAY

MONTH

YEAR

Signature:

*(owner/agent on behalf of and
with authority of owner*)*

**Select one*

Space for territorial authority use

Project

Description of proposed building work*:

**Include information about known natural hazards and how they are accounted for in designs and plans, and information about how the dwelling meets the requirements of a small standalone dwelling set out in clause 1 of Schedule 1A of the Building Act 2004, that is, that the dwelling has the following characteristics:*

- › *is standalone:*
- › *is new:*
- › *has a floor area of 70 square metres or less:*
- › *has a single storey*

Previously issued building consents or project information memoranda (if any): *(list)*

Estimated value of building work: *(specify estimated value as defined in section 7(1) of Building Act 2004):*

\$

Name of builder *(if known)*:

Project information memorandum

**Select those matters that apply.*

The following matters are involved in the proposed project:

☐

*Alterations to land contours

☐

*New or altered connections to public utilities

☐

*New or altered access for vehicles

☐

*Disposal of stormwater

☐

*Disposal of wastewater

☐

*Building work over any existing drains or sewers, or in close proximity to wells or water mains

*Other matters known to applicant that may require authorisations from the territorial authority *(specify)*:

Attachments

Attach the documents specified below.

The following documents are attached to this application:

☐

Preliminary design plans for the proposed building work (which must include site plans, elevations, and basic sections and may also include floor plans)

☐

*Product certificates

**Omit if not applicable*