

Form 2AAB:

Project information memorandum for non-consented small standalone dwelling

SECTION 35, BUILDING ACT 2004

Building

Territorial authority project
information memorandum
record number:

Street address of site:

Legal description of land
where building is proposed
to be located:

Owner

Name:

*Agent

*Name:

**Omit if not applicable*

Project information memorandum

Set out the information likely to be relevant to the proposed building work that identifies the heritage status of the building *(if any)*:

Set out the information likely to be relevant to the proposed building work that identifies each special feature of the land *(if any)*:

Set out the information likely to be relevant to the proposed building work that, in terms of any other Act, has been notified to the territorial authority by a statutory authority:

Omit the following paragraph if it does not apply.

*The considers that the owner is likely to be required, under section 76 of the
(name of issuing territorial authority)

Fire and Emergency New Zealand Act 2017, to make provision for a scheme that provides for evacuation from the scene of a fire.

Omit the following paragraph if it does not apply.

*The considers that notification to Heritage New Zealand Pouhere Taonga
(name of issuing territorial authority)

is likely to be required under section 39 of the Building Act 2004.

Authorisations required or received

Set out the following:

Details of any existing stormwater or wastewater utility systems that relate to the proposed building work or are on, or adjacent to, the proposed building site:

Details of any authorisations in respect of the proposed building work that the territorial authority can require or refuse (or that are available, are currently being considered, or have been received) (on its own behalf or on behalf of a network utility operator) under any Act other than the Building Act 2004. Include a statement of the requirements and the conditions of each authorisation.

Note: this includes authorisations relating to drinking water, wastewater, and stormwater.

Any information likely to be relevant to the proposed building work that has been notified to the territorial authority from a regional council or a water organisation.

Next steps

If you intend to proceed with the building work, please note that all building work must be completed within 2 years after this project information memorandum is issued. If you require additional time, you must seek an extension to that time frame from the (name of issuing territorial authority).

Failure to comply with this condition may result in a notice to fix being issued.

Building work is considered complete once you have received all relevant records of work (including for plumbing and drainlaying work), certificates of compliance, and safety certificates for gas and electrical work. Once complete, you must provide those records, along with the final design plans and certificate(s) of design work, within 20 working days to the (name of issuing territorial authority)

and pay any development contributions that have been charged alongside this project information memorandum.

If you do not proceed with any building work, please let the (name of issuing territorial authority)

know as soon as possible.

Please note that a copy of the project information memorandum and additional information provided to you will now be on the property file and will appear on future land information memoranda.