

Minor variations to building consents: Guidance on definition, assessment and granting

If you want to make a small change to your building consent, ask your council if you can make a minor variation rather than follow the formal amendment process.

This guidance is to help councils, builders, designers and project managers understand:

- the legislation that provides for minor variations to building consents
- how to define minor variations in practice
- how councils should assess and grant minor variations
- recommended council systems and processes for dealing with minor variations.

The guidance is not intended for homeowner applicants, as it assumes a knowledge and understanding of the Building Act 2004 (the Act) and its requirements that most homeowner applicants will not have.

We recommend that councils take this guidance into account when developing and implementing their own policies, systems and procedures for minor variations. However, if they have legal questions about minor variations and about the policies, systems and procedures they should adopt, councils should seek their own independent legal advice.

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Of interest to Building consent authorities, Builders, Designers

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- with compliance with the Building Act, it is published under section 175 of the Building Act
- with a Weathertight Services claim, it is published under section 12 of the Weathertight Homes Resolution Services Act 2006.