Processor Name:	**Building Consent No.**			
Building Act				**Reason for decision/compliance path**
Owners approval for BC *ensure that any private or confidential information is blanked out or removed*	**P**	**F**	**N/A**	
PIM issued? (*subject to conditions*)	**P**	**F**	**N/A**	
Sec 26-28 Warnings and bans	**P**	**F**	**N/A**	
Sec 36 - Has a Development Contribution Notice been attached to the PIM?	**P**	**F**	**N/A**	
Sec 37 –Notice to be completed and issued? *Does this project affect a listed historic building*?	**P**	**F**	**N/A**	
Sec 67 - Is the building consent subject to a waiver or modification? *Sign off by TL/ MBS, condition BC, create information notice, advise Chief Executive, MBIE.*	**P**	**F**	**N/A**	
Sec 72 - Natural hazards – (Erosion, Falling Debris, Inundation, Subsidence, Slippage) Contours on site plan- *consideration of stability of the property/building, Geotech report assessed*	**P**	**F**	**N/A**	
Sec 75 - Is the building constructed on 2 or more allotments? *Condition BC, notify appropriate authority for lodgment on title. If there are no party walls, or the allotments have been amalgamated, exempt from section 75 Certificate.*	**P**	**F**	**N/A**	
Sec 84 –LBP's or Owner Builder/Designer listed for Restricted building Work *(complete separate checklist and create information on property file where owner involved in design or construction)*	**P**	**F**	**N/A**	
Sec 112 – Alteration to existing building *Cannot reduce compliance with code – record additional considerations at rear of checklist if necessary*	**P**	**F**	**N/A**	
Sec 112 (2) *Where work wouldn't proceed if compliance with the code was required – the ability to grant is possible where improvement to attributes that relate to MOE from fire and access and facilities for the disabled outweigh any non compliance with the relevant provisions of the code*	**P**	**F**	**N/A**	
Sec 113 - Specified intended life? *Condition BC, create information notice.*	**P**	**F**	**N/A**	
Sec 115 – Does this application involve a change of use? *Comply ANARP with all provisions of building code when changing to household unit. In all other cases ANARP with provisions that relate to means of escape, protection of other property, sanitary facilities, structural performance, fire rating and or access and facilities for disabled.*	**P**	**F**	**N/A**	
Sec 269 – Product certification and Sec 272 - Modular Component Manufacturer • *Are modular components used in this project?* • *Is the manufacturer certified?* • *Is the product certificate current?*	**P**	**F**	**N/A**	
Check council records • Pre-approval records • Land features (consent notices/hazards) • Previous plans against those submitted *(unlawful work in existing building)* • Live complaints in system (Ozone)	**P**	**F**	**N/A**	
Site plan mirrors that of C.T. and location of existing building similar to G.V?	**P**	**F**	**N/A**	

Specification				Comments/ reason for decision
Job specific specification content review	**P**	**F**	**N/A**	
B1 - Structure – Site Requirements				**Reason for decision/compliance path**
Wind zone assessment	**P**	**F**	**N/A**	
EQ zone assessment	**P**	**F**	**N/A**	
Geotechnical assessment	**P**	**F**	**N/A**	
Critical platform/floor height *(condition consent)*	**P**	**F**	**N/A**	
Potential for proposed site work to damage other property	**P**	**F**	**N/A**	
Contours/heights/cut/fill details	**P**	**F**	**N/A**	
Distance to other buildings on site & boundaries	**P**	**F**	**N/A**	
Construction monitoring for ground modification	**P**	**F**	**N/A**	
B1 - Structure – Concrete Foundations and Floors/Deck				**Reason for decision/compliance path**
Scope assessment *e.g. within scope or NZS:3604*	**P**	**F**	**N/A**	
Concrete foundation design • Type of foundation/s • Correct size • Correct steel (size, grade, centers) • SED	**P**	**F**	**N/A**	
Piles/pole foundations • Size • Treatment	**P**	**F**	**N/A**	
Concrete floor/s design • Std xxxx • Code mark • SED • Hard fill • Reinforcing	**P**	**F**	**N/A**	
Control/free joints	**P**	**F**	**N/A**	
Footing design for uplift resistance	**P**	**F**	**N/A**	
Support for: • Load points/walls • Under braced wall • Non load bearing walls	**P**	**F**	**N/A**	
Subfloor ventilation, access and crawl space	**P**	**F**	**N/A**	
Concrete strength	**P**	**F**	**N/A**	
B1 - Structure – Walls				**Reason for decision/compliance path**
SED structural poles/frames/beams *(steel and or timber)* • Type • Construction details	**P**	**F**	**N/A**	
Girt construction (timber or steel) • SED compliance path • Grade • Centers	**P**	**F**	**N/A**	
Wall framing – load bearing • Grade • Span • Centers • Nogs (suit cladding)	**P**	**F**	**N/A**	
Lintels and beams • Spans • Supporting documents	**P**	**F**	**N/A**	

Uplift fixings • Top plate to studs • Lintels • Beams • Bottom plate fixings	**P**	**F**	**N/A**	
Bracing calculations • Check wind demand • Check EQ demand • Check dimensions/wings etc.	**P**	**F**	**N/A**	
Brace fixing Information	**P**	**F**	**N/A**	
Fire wall adjacent to other property maintain stability post fire *(#kn face load)*	**P**	**F**	**N/A**	
B1 - Structure – Roof				**Reason for decision/compliance path**
Truss roof • Buildable truss layout • Design statement	**P**	**F**	**N/A**	
Rafters • Size, spacing, spans & grade	**P**	**F**	**N/A**	
SED frames/rafters/purlins	**P**	**F**	**N/A**	
Beam, spans & sizes (*hip, valley, ridge*)	**P**	**F**	**N/A**	
Eaves and gable verges	**P**	**F**	**N/A**	
Ceiling joist & runner spacing, size, span, grade,	**P**	**F**	**N/A**	
Verandah beams	**P**	**F**	**N/A**	
Purlin spacing's, span, size, grade,	**P**	**F**	**N/A**	
Roof framing fixings (*truss, purlin beams, rafters etc.)*	**P**	**F**	**N/A**	
Bracing (*space, plane or ceiling plane/diaphragm)*	**P**	**F**	**N/A**	
Specific Engineer Design • Type (list) • PS1 • PS2 • Calculations • Construction monitoring • PS author acceptance	**P**	**F**	**N/A**	
Specific Engineer Design – Documentation The responsible design engineer shall review and certify all architectural drawings incorporating engineering design details prepared by the designer.	**P**	**F**	**N/A**	
B2 - Durability				**Reason for decision/compliance path**
Timber treatment *(all)*	**P**	**F**	**N/A**	
Concrete and masonry	**P**	**F**	**N/A**	
Steel fixings and fastenings	**P**	**F**	**N/A**	
Engineered elements	**P**	**F**	**N/A**	
Material compatibility	**P**	**F**	**N/A**	
Microclimatic considerations (*a) Industrial contamination and corrosive atmospheres;* *(b) Contamination from agricultural chemicals or fertilisers; and* *(c) Geothermal hot spots. Hot spots are defined as being within 50 m of a bore, mud pool, steam vent, or other source.* Microclimatic conditions (a) to (c) require SED.	**P**	**F**	**N/A**	
B2 – Durability alternative solution	**P**	**F**	**N/A**	
C1-6 Protection from Fire MOE				**Reason for decision/compliance path**
Compliance path assessed *(C/AS2, C/VM 2 etc.)*	**P**	**F**	**N/A**	
Escape path lengths	**P**	**F**	**N/A**	

Number of exits	**P**	**F**	**N/A**	
C1-6 Protection from Fire - External				**Reason for decision/compliance path**
Property rating	**P**	**F**	**N/A**	
External wall <1m from relevant boundary must be constructed of Non-combustible materials *(Ordinary timber products do not meet the requirements of Table 7.5 NZBC C Docs, if using brick fire wall detail then internal side needs to have 16mm Fyreline as per Monier detail.)*	**P**	**F**	**N/A**	
Eaves encroachment (Roof/eaves extends to within 650mm of a boundary *(the eaves and supporting wall/foundation needs to be fire rated 30/30/30)*	**P**	**F**	**N/A**	
D1 – Access Routes				**Reason for decision/compliance path**
Vehicle access *(<1:4 gradient)*	**P**	**F**	**N/A**	
D2 – Mechanical Installation for Access				**Reason for decision/compliance path**
Not assessed for non-habitable building	**P**	**F**	**N/A**	
E1 – Surface Water				**Reason for decision/compliance path**
Run off and sediment control during construction	**P**	**F**	**N/A**	
FFL – surface water not to enter buildings	**P**	**F**	**N/A**	
Stormwater drainage • Correct lateral • Pipe size • Gradient • Junctions • Cover	**P**	**F**	**N/A**	
Soakholes (*50m of roof/ paved area per soak hole – guidance – min 900dia x 1200mm deep or SED for poor draining areas)*.	**P**	**F**	**N/A**	
Soak holes, soakage fields & drainage trenches clear of structures and or slopes on site	**P**	**F**	**N/A**	
External gutter size *(capacity per down pipe/m2 roof)*	**P**	**F**	**N/A**	
Down pipe size	**P**	**F**	**N/A**	
Sump details (*E1 surface water control for hardstand areas*)?	**P**	**F**	**N/A**	
Stormwater concentrated by buildings or site works disposed of so as to not to cause nuisance to other property as a result of a 10% AEP event.	**P**	**F**	**N/A**	
Specific Design – • Elements • Supporting documents • PS1 • Construction monitoring • PS author acceptance	**P**	**F**	**N/A**	
E2 – External Moisture				**Reason for decision/compliance path**
FFL above ground	**P**	**F**	**N/A**	
DPM under slab	**P**	**F**	**N/A**	
Risk Matrix assessment or SED	**P**	**F**	**N/A**	
Cladding/s types and compliance path • Proprietary system • Appraised (within scope)	**P**	**F**	**N/A**	
Building wrap specified appropriate & compatible with cladding. (*air barrier*) *Refer E2, Table 23.*	**P**	**F**	**N/A**	
Construction of drained cavity system	**P**	**F**	**N/A**	
Drainage path details	**P**	**F**	**N/A**	
Flashing details (*windows, doors, curtain wall, other openings such as meter boards etc.)*	**P**	**F**	**N/A**	

Internal and external corner junctions	**P**	**F**	**N/A**	
Junctions between differing claddings *(alternative solution)*	**P**	**F**	**N/A**	
Key roof to wall junctions *(barges terminating at wall junction etc.)*	**P**	**F**	**N/A**	
Wall/soffit junctions *(gable, raking or square)*	**P**	**F**	**N/A**	
Brick ties, lintels & shelf angle size and treatment	**P**	**F**	**N/A**	
Timber profiles have appropriate weather grooves	**P**	**F**	**N/A**	
All plaster/coating systems are a complete and approved system (*endorse BC to ensure statement provided on completion*)	**P**	**F**	**N/A**	
Penetrations to wall cladding *(louvres, pipes, braces, brackets etc.)*	**P**	**F**	**N/A**	
E2 – External Moisture – Roof Cladding				**Reason for decision/compliance path**
Roof type, profile and pitch	**P**	**F**	**N/A**	
Flashings details for: • Hips • Ridges • Valleys • Aprons • Barges	**P**	**F**	**N/A**	
Stop end details	**P**	**F**	**N/A**	
Roof penetrations	**P**	**F**	**N/A**	
Internal metal gutter: • Capacity • Outlet/Overflow • Fall • Support	**P**	**F**	**N/A**	
E3 – Internal Moisture				**Reason for decision/compliance path**
Doesn't apply to these types of buildings	**P**	**F**	**N/A**	Doesn't apply to these types of buildings
F1 – Hazardous Agents on Site				**Reason for decision/compliance path**
Hydrogen Sulphide • Membrane (*under floor and below ground)* • Ventilation *(subfloor/confined spaces)*	**P**	**F**	**N/A**	
Contaminated land *(check property file/planning comments – HAIL sites, asbestos may be present where old buildings demolished on site)*	**P**	**F**	**N/A**	
F2 – Hazardous Building Materials				**Reason for decision/compliance path**
Glazing Specific Engineer Design • NZS 4223 • SED	**P**	**F**	**N/A**	
F3 – Hazardous Substances and Processes				**Reason for decision/compliance path**
Doesn't apply to these types of buildings	**P**	**F**	**N/A**	Doesn't apply to these types of buildings
F4 – Safety from Falling				**Reason for decision/compliance path**
Fall barrier protection • Fall 1 meter of more to a surface where fall is arrested *(e.g. ground level outside a WC window, lake bed)* • Where there is a sudden change in level • Roofs with permanent access	**P**	**F**	**N/A**	
Construction methodology including height	**P**	**F**	**N/A**	
Specific engineering design • Elements • Supporting documents • PS1 • Construction monitoring • PS author acceptance	**P**	**F**	**N/A**	
F5 – Construction and Demolition Hazards				**Reason for decision/compliance path**

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Restricted access/ barriers/ hoardings and fences (consideration given to type, location, other activities in close proximity) • Water Hazards *(barriers/ hoardings and fences)* • Gantries *(walls and toeboards)*	**P**	**F**	**N/A**	
F6 – Visibility in Escape Routes				**Reason for decision/compliance path**
Doesn't apply to outbuildings	**P**	**F**	**N/A**	Doesn't apply to outbuildings
F7 – Warning Systems				**Reason for decision/compliance path**
Doesn't apply to outbuildings	**P**	**F**	**N/A**	Doesn't apply to outbuildings
F8 – Signs				**Reason for decision/compliance path**
Doesn't apply to detached dwellings, or within multi-unit dwellings	**P**	**F**	**N/A**	Doesn't apply to detached dwellings, or within multi-unit dwellings
F9 – Restricting Access to Residential Pools				**Reason for decision/compliance path**
Doesn't apply to outbuildings	**P**	**F**	**N/A**	Doesn't apply to outbuildings
G1 – Personal Hygiene				**Reason for decision/compliance path**
Doesn't apply to outbuildings	**P**	**F**	**N/A**	Doesn't apply to outbuildings
G2 – Laundering				**Reason for decision/compliance path**
Doesn't apply to outbuildings	**P**	**F**	**N/A**	Doesn't apply to outbuildings
G3 – Food Preparation & Prevention of Contamination				**Reason for decision/compliance path**
Doesn't apply to outbuildings	**P**	**F**	**N/A**	Doesn't apply to outbuildings
G4 – Ventilation				**Reason for decision/compliance path**
Passive ventilation	**P**	**F**	**N/A**	
G5 – Interior Environment				**Reason for decision/compliance path**
Doesn't apply to outbuildings	**P**	**F**	**N/A**	Doesn't apply to outbuildings
G6 – Airborne & Impact Sound				**Reason for decision/compliance path**
Doesn't apply to outbuildings	**P**	**F**	**N/A**	Doesn't apply to outbuildings
G7 – Natural Light				**Reason for decision/compliance path**
Doesn't apply to outbuildings	**P**	**F**	**N/A**	Doesn't apply to outbuildings
G8 – Artificial Light				**Reason for decision/compliance path**
Doesn't apply to outbuildings	**P**	**F**	**N/A**	Doesn't apply to outbuildings
G9 – Electricity				**Reason for decision/compliance path**
Compliance path	**P**	**F**	**N/A**	
G9 – Electricity alternative solution	**P**	**F**	**N/A**	
G10 – Piped Services				**Reason for decision/compliance path**
Doesn't apply to outbuildings with no services	**P**	**F**	**N/A**	Doesn't apply to outbuildings with no services
G11 – Gas as an Energy Source				**Reason for decision/compliance path**
Doesn't apply to outbuildings with no services	**P**	**F**	**N/A**	Doesn't apply to outbuildings with no services
G12 – Water Supplies				**Reason for decision/compliance path**
Potable water supply *(tested if own supply)*	**P**	**F**	**N/A**	
Hot and cold supplied for utensil washing and personal washing, showering or bathing	**P**	**F**	**N/A**	
Protection of water supplies *(hazard categorisation)*	**P**	**F**	**N/A**	
G13 – Foul Water				**Reason for decision/compliance path**
Specific installation Std noted	**P**	**F**	**N/A**	
Waste pipe size / gradients	**P**	**F**	**N/A**	
Waste pipe length / venting (*stacks, multi fixtures to discharge pipe*)	**P**	**F**	**N/A**	

Correct lateral and depth to allow gravity feed	**P**	**F**	**N/A**	
Drainage pipe size / gradients	**P**	**F**	**N/A**	
Drainage pipe length / ventilation	**P**	**F**	**N/A**	
Overflow relief gully (ORG)	**P**	**F**	**N/A**	
Access/ inspection/ rodding points or chambers (*entering or exiting under slab*)	**P**	**F**	**N/A**	
Correct coverage to drains	**P**	**F**	**N/A**	
Drainage trench clear of foundations and away from slopes	**P**	**F**	**N/A**	
Gullies being charged (ORG & FWG) *FWG must be charged by a fixture within the same room*	**P**	**F**	**N/A**	
Has Regional Council approval been granted for onsite disposal?	**P**	**F**	**N/A**	
Specific design or to AS/NZS 1547 (*either way check if compliant with regional plan?)*	**P**	**F**	**N/A**	
Specific engineering design • Elements • Supporting documents • PS1 • Construction monitoring • PS author acceptance	**P**	**F**	**N/A**	
G14 – Industrial Liquid Waste				**Reason for decision/compliance path**
Does not apply to residential dwellings	**P**	**F**	**N/A**	
G15 – Solid Waste				**Reason for decision/compliance path**
Does not apply to: *Detached Dwellings, household units of Multi-unit Dwellings, Outbuildings or Ancillary buildings if there is independent access or private open space at ground level.*	**P**	**F**	**N/A**	
H1 – Energy Efficiency				**Reason for decision/compliance path**
Not considered – non habitable	**P**	**F**	**N/A**	

P = Pass = Compliance with the Building Code
F = Fail = Non-compliance with the Building Code – further information required
N/A = Considered but Not Applicable to this Project

Alternative Solutions

- Alternative solutions involving structural, geotechnical, fire, weather tight, acoustic, HVAC, energy efficiency and fire design will be peer reviewed by a contractor/specialist
- Before finalizing a decision of whether to accept or refuse an alternative solution the processor will obtain a peer review from their Team Leader/Technical Leader
- In making a decision, the Building Officer may give consideration to (but is not limited to) comparison with acceptable solutions, other documents, standards, best practice guides, publications, expert opinion, determinations, in-service history, product certification – compliance with Building Code objectives. Consideration may also be given to industry guidance provided in BRANZ Bulletin #456 (Dec 2004).

Other considerations including alternative Solutions, change the use, ANARP, Section 112 - Reasons for Decisions

Specified Systems to be installed or removed	Y	N

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Existing, New, Altered, Removed, Inspection & Maintenance Supplied, BC Endorsed (circle where applicable)

S/S Type	NA	Exist	New	Alt	Rem	Inspection and maintenance supplied and checked - *record compliance decision*	BC End
SS16 *(Cable Car)*	NA	Exist	New	Alt	Rem	*I&M*	BC End
Compliance Schedule Draft and Save to P File (New Buildings & Tenancy Fit Outs (√)							

GRANTING BUILDING CONSENT

Sign the application form to grant the building consent once satisfied on reasonable grounds that if the building work was to be constructed in accordance with the approved documents, then compliance with the Building Code will be met.

P = Pass = Compliance with the Building Code
F = Fail = Non-compliance with the Building Code – further information required
NA = Considered but Not Applicable to this Project

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