

## Sewer Connection / On Site Effluent Disposal Processing Checklist

Processor Name:		Building Consent No.		
<b>Building Act</b>				<b>Comments / reason for decision</b>
PIM issued? (subject to conditions)	P	F	N/A	
Sec 26 – 28 – Warnings and bans	P	F	N/A	
Sec 67 - Is the building consent subject to a waiver or modification? <i>Sign off by TL/ MBS, condition BC, create information notice, advise Chief Executive, MBIE.</i>	P	F	N/A	
Sec 112 – Alteration to existing building <i>Cannot reduce compliance with code – record additional considerations at rear of checklist if necessary</i>	P	F	N/A	
Sec 112 (2) <i>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</i>	P	F	N/A	
Alteration - records checked to reconcile proposal against existing?	P	F	N/A	
<b>Sewer Connection</b>				<b>Comments/ reason for decision</b>
Site plan with position of existing septic tank	P	F	N/A	
Sizes of drain pipes supplied	P	F	N/A	
Access points, chambers, rodding points and inspection points as appropriate	P	F	N/A	
Drain gradient supplied	P	F	N/A	
Correctly lateral detailed or grinder pump (specifications supplied and approved contractor nominated where pump is to become RDC asset? Part of new scheme)	P	F	N/A	
Methodology provided for the decommissioning of existing septic tank, emptying & backfilling.	P	F	N/A	
<b>On Site Disposal</b>				
Site plan with contours and any water course	P	F	N/A	
Main and reserve field dimensions and location ( <i>limitations on length of field</i> )	P	F	N/A	
Location of test holes and cross section of soil at these locations	P	F	N/A	
Design calculations assessed including <ul style="list-style-type: none"> <li>• Number of rooms</li> <li>• Occupancy load</li> <li>• Total trench length</li> <li>• Septic tank size where applicable</li> <li>• Ground water depth</li> </ul>	P	F	N/A	
Sizes of drain pipes	P	F	N/A	
Drain gradient	P	F	N/A	
Cross section of effluent trench	P	F	N/A	
Regional Council Approval (where applicable)	P	F	N/A	
Specification and specific design for advanced system	P	F	N/A	
Protection of effluent trench in a rural setting	P	F	N/A	

**P = Pass = Compliance with the Building Code**

**F = Fail = Non-compliance with the Building Code – further information required**

<b>Producer Statements</b>						
<b>Acceptance Guidelines</b>						
PS will be accepted from approved persons recognised as having appropriate technical competence / qualifications / experience / history within their specific discipline.						
Circle Statement Type: PS 1 – Design PS 2 – Design Review				Comments:		
<b>Category:</b> ( <i>circle</i> )	PSI	CALCS	SPECS	DRAWINGS	PS2	Producer Statements formatted as below & architectural plans are signed by Engineer
Structural						
Other						
Other						

**N/A = Not Applicable**

**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).

**Alternative Solutions, ANARP, Section 112 – Reasons for Decisions and or other considerations**

**Producer Statements;**

A Producer Statement requires the following as a minimum requirement to be accepted by the Rotorua Lakes Council:

- A written statement
- Header with 'Producer Statement'
- Who is issuing the Producer Statement (suitably qualified and author of Producer Statement)
- Who has completed or designed the work identified (qualifications to undertake the work required)?
- The product name and specifications for application of product used (where applicable)

- What parts/clauses of the Building Code the work relates to
- Clearly identifying what part of the building consent work is covered by the Producer Statement
- Provide the sum of Professional Indemnity Insurance held
- The author's name and signature
- Qualifications
- Address
- Registration Number
- Membership of Professional Organisation
- Date the Producer Statement was produced.

**Statements of Compliance;**

1. Rotorua District Council will accept a statement of compliance in assessing compliance with the Building Code. Statements of compliance can include, but are not limited to:
  - Specific design from a non-engineer
2. Statements of compliance require the following as a minimum to be accepted by the Rotorua Lakes Council:

- Who has issued the statement of compliance
- Product name
- Address of relevant property (where applicable)
- Description of application (where applicable)
- Date
- Name and signature
- Registration/license number (where applicable)
- Address of author

**Notes on Acceptance of Producer Statement and/or Statement of Compliance (Reasons for your decision to accept from a particular author):**

**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.