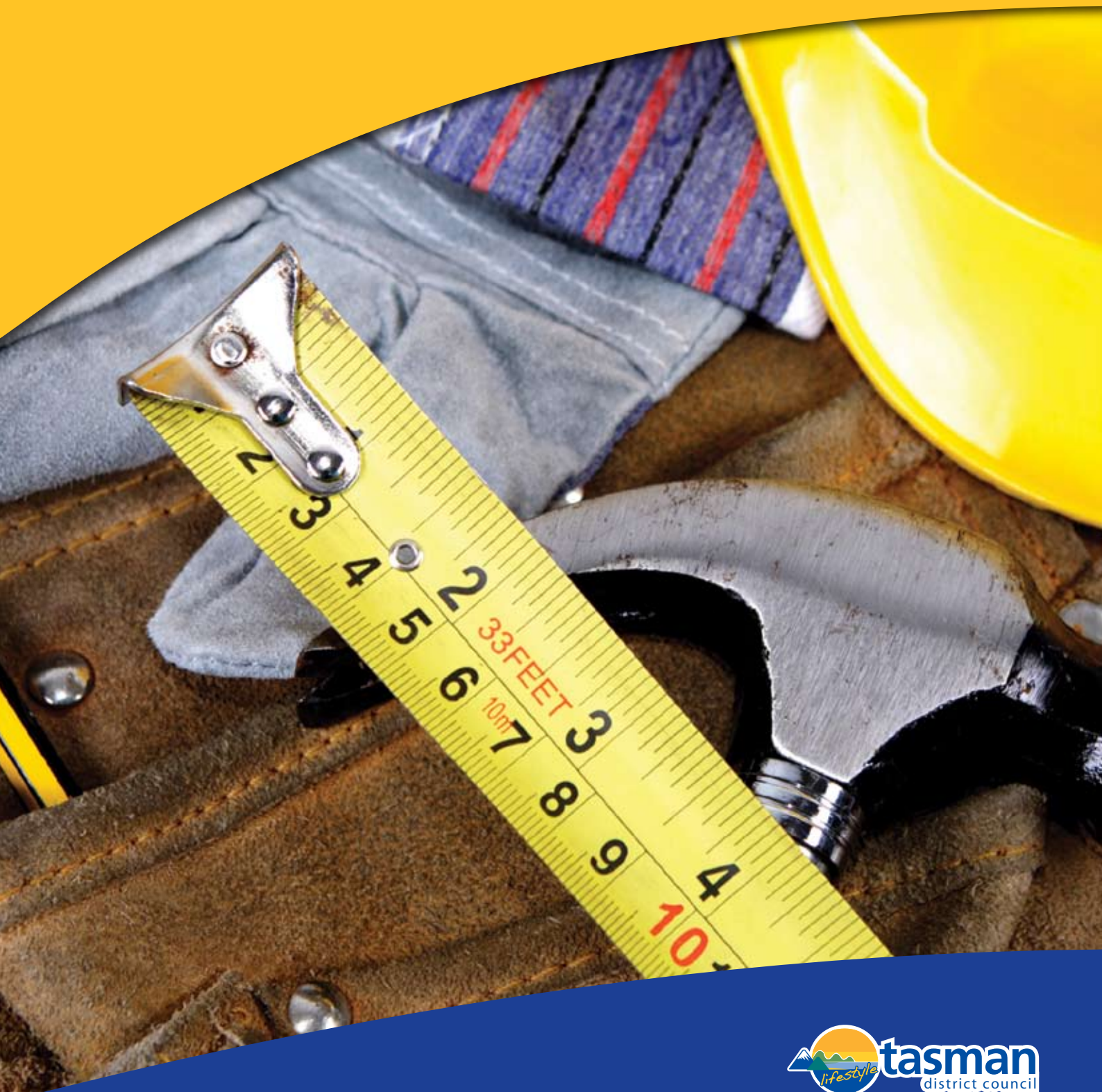


Guidance Notes and Building Consent Procedures



Information for Applicants

BC1C

1. Introduction

The Building Act 2004 brought in a variety of changes to the Building Consent process. These changes require applicants to supply more detailed information at the Building Consent application stage. Councils are in turn required to make sure that applications meet the requirements of the New Zealand Building Code before the consent is issued.

Councils over the years have been audited by Central Government through, previously, the Building Industry Authority, and now the Department of Building and Housing. These audits identified shortcomings in the consent approval process. One of the shortcomings identified was that councils have not insisted that applicants supply all required information before starting to process a Building Consent application.

The Building Act 2004 has put in place a regime of licensed building practitioners to be in full operation by 2009 and the accreditation for Building Consent Authorities is due to commence in July 2008. The message is clear that the whole industry is expected to raise its standards to a new level.

Due to the changes in legislation Tasman District Council has created this application pack. The purpose of this pack is to clearly set out what you, as the applicant, need to address and supply, so that we can process your Building Consent application within a reasonable time frame, without needing to take further action.

Regretfully, Building Consent applications that do not meet minimum requirements will be returned to the applicant.

In this Building Consent application pack, you will find application forms, checklists, cover sheets, and general information that will assist you in preparing the information to be submitted with your Building Consent application. The information that you need to supply will vary depending on the building project you intend to undertake.

2. The New Zealand Building Code (NZBC)

While the latest changes to the building legislation appear to have resulted in more prescriptive requirements, the NZBC remains a performance-based document. This means that while the NZBC prescribes acceptable solutions which the Council as a Building Consent Authority (BCA) must accept, you as the owner or developer may choose an alternative solution.

If you choose to use an alternative solution, you will need to demonstrate to the satisfaction of the Council that the alternative solution meets the performance criteria of the NZBC. There are usually two levels of alternative solution, which can be described as follows:

- One-off or details, which are not described in the acceptable solutions; or
- Products/systems that are not described in the acceptable solutions.

The alternative solution details are assessed during the Building Consent process, while alternative solution product/system approvals need to be processed before making a Building Consent application.

The NZBC also specifies acceptable alternative solutions and provides verification methods that an applicant may use to demonstrate compliance with the NZBC.

Council as the Building Consent Authority must accept the acceptable solution as proof that the design meets the NZBC. In the case of alternative solutions, it may approve them with or without conditions.

Council may also waive or allow modification to the requirements of the NZBC. However, such waivers or modifications need to be assessed against strict criteria and reported to the Department of Building and Housing if they are approved.

Where an applicant is not satisfied that Council has properly assessed the alternative solution application, the applicant may appeal such a decision by making an application for a determination to the Department of Building and Housing. Council will be able to assist you by providing the documentation for such a process.

3. Information Requirements

As part of your application you will need to demonstrate that your application meets the requirements of the NZBC. You will need to specify which acceptable solution you have complied with, or identify the alternative solution for which you are seeking approval as part of your application. If you intend to request a waiver or modification to the NZBC requirements, you must clearly specify such a request and the reason why it is requested. Applications for waiver/modification of the Building Code must be made using the "Application for waiver or modification of the Building Code" section of the Tasman District Council's Building Consent application form.

In order to demonstrate compliance you are required to set out the proposed building work in documentation using both plans and specifications.

This Council has set out minimum requirements for:

- Supporting information.
- The quality of Plans.
- The content of such Plans.
- You are also required to demonstrate to Council that your proposed building work complies with each clause of the Building Code and other legislation. Equally, you need to provide copies of any approval granted for the project, e.g. Resource Consent, minor engineering works.

Your application is processed in the following two parts:

- Project Information Memorandum (PIM) and the
- Building Consent.

You have the option of making two separate applications, or a combined application. A PIM needs to be processed for each Building Consent application.

4. Supporting Information

The Building Consent and PIM checklists detail the requirements for supporting information, including the following:

- A recent (within one month of the date of the application) copy of the CT (Certificate of Title) including the plan of the site normally attached to the CT and any associated encumbrances or consent notices.
- If you are not the owner of the property, a copy of a signed Sale and Purchase Agreement.

The above two requirements need to be supplied, or the application will not be accepted as a valid application. It is of utmost importance to Council that we are able to check that the site plan attached to the drawings matches the plan attached to the CT.

The title also notes consent notices and/or encumbrances that have potentially important information relevant to the design of building work on the site. Council cannot start processing the consent if these documents are not supplied with the application.

Where housing developments have been approved as part of a Resource Consent process, the CT may not be available for individual sites. In this case the CT for the underlying lot is to be supplied together with a copy of the approved Resource Consent and the Section 224(c) certificates to prove that the conditions have been completed to Council's satisfaction.

5. Project Information Memorandum

In order for this part of the application to be assessed, you will need to supply sufficient information for Council to determine:

- Compliance with the Tasman Resource Management Plan. This includes a variety of building restraints such as:
 - Yard, daylight, height requirements
 - Car parking and manoeuvring requirements
 - Vehicle crossing locations
 - Earthwork limits
 - Protected trees and bush
- That the proposed development does not contravene Heritage Site requirements.

- If your proposed building works are able to be connected to approved wastewater and stormwater connections; or
- If an on-site wastewater treatment and disposal system is able to be constructed in compliance with the permitted activity rules in the Tasman Resource Management Plan.
- Building works close to an underground service may need to have the foundation designed to avoid damage or pressure on such service pipelines. If you have a Council service line within or close to your site, you will need to survey or clearly identify the line on your site and plot it accurately on the drawings. If the drain is in a different location to that assumed in your application, significant delays may occur during the consenting, or worse, the construction phase of your project.

Council, as part of the PIM process, will provide you with information and confirmation as follows:

- Information as to any hazard known to Council that may affect your proposal. This could include such issues as flooding or ground instability.
- Building restrictions imposed by other authorities known to Council.
- Availability of Council services.
- Whether or not you are in a sea spray zone for fixing durability requirements.
- Whether or not your proposed activity is a permitted activity. If it is not a permitted activity, the nature of the Resource Consent required.
- Whether or not a development contribution is required.

Clearly, this information should be obtained before a dwelling or building work is designed. However, the Building Act provides that you have the option of obtaining either a separate Project Information Memorandum (PIM), or to obtain a PIM at the same time as applying for a Building Consent.

Council is required by the Building Act to issue you with a PIM either before or at the same time as issuing you with a Building Consent.

6. Other Approvals Required Before You Can Commence Construction

As part of your building project you may need the following additional approvals for:

- A new water supply connection.
- A new vehicle crossing.
- A new connection to the wastewater drain.
- A new connection to the stormwater drain.
- Building close to or over a wastewater or stormwater drain.

There are separate application forms for a new water supply connection and for a new vehicle crossing. If you have an existing water supply connection or vehicle crossing and they are adequate for your purposes, there will be no need for a new application for these services.

If there is no connection (stub) on the wastewater or stormwater drain, you will need to apply for a connection. There are information sheets that explain the process for connections to Council drains.

Applications for these, and if you are building over or close to a drain, are referred to as minor engineering works applications.

It is also common that a building project requires a Resource Consent application for infringements in respect of:

- Height in relation to boundary.
- For a yard infringement.
- For a retaining wall close to a boundary.

These are examples of Resource Consent issues for which you may need a Resource Consent. It is important that you plan ahead if a Resource Consent is required, as these can hold up your consent for a significant period of time. It is suggested that you discuss your project with a Resource Consent Planner before finalising your plans.

The Building Consent will not be held up by the need for a Resource Consent. However, building work is not allowed to commence until the Resource Consent is issued. If you decide to change the design as a result of the Resource Consent process, please note this may well result in the need for an amendment application to your Building Consent.

7. Building Consent Application

Your Building Consent application consists primarily of two parts: a set of plans and a set of specifications. Council has developed checklists that clearly set out the information you need to supply. The Department of Building and Housing has also produced guidance documentation in respect to the information needing to be supplied with a Building Consent application.

As from 31 March 2005, councils are required to assess very carefully whether or not your application complies with the NZBC. The reason is that the Code Compliance Certificate will now be issued on the basis of compliance with the Building Consent granted by Council. For Building Consents issued prior to 31 March 2005, the Code Compliance Certificate is to be issued on the requirements of the NZBC at the time the consent was granted.

This was a major change and in order to meet this new challenge Council developed a new approach to Building Consent applications as follows:

1. A system for refusing applications that are clearly deficient.
2. A comprehensive checklist for information and the content requirements of plans.

The above two features are incorporated in this comprehensive Building Consent application pack.

The intent of this initiative was to ensure that you, as the applicant, clearly understand what is to be provided with an application for a Building Consent. We know from our records that close to 80 per cent of applications are suspended pending further information. The delay and effort in this communication is significant. Council's resources are better utilised in processing and approving consents, than writing letters requesting further information.

When further information has been requested, processing of the application will be suspended for 20 working days. At the end of this period, if the requested information has not been received, your application may be returned to you.

All resubmitted plans and information should be in duplicate, with changes and amendments highlighted or indicated. Where information resubmitted is still insufficient or incorrect, a reprocessing fee may be applied.

8. Building Code and Specific Engineering Design

Most dwellings are designed using the Light Timber Frame Standard NZS 3604. This New Zealand Standard sets out how a building is able to be constructed without needing to employ a structural engineer. Thus, NZS 3604 represents an acceptable solution. Acceptable solutions have limitations, the first being the necessity to demonstrate that there are good ground conditions at the proposed building site.

The Building Consent application pack contains cover sheets that identify a range of requirements, including the need to check for good ground conditions and to check if the site is subject to flooding and/or hazardous substances. These are all requirements of the Building Code, for which you as the applicant are required to demonstrate compliance.

A PIM application will inform you of what Council knows about your building site. The information that Council holds about your site is relatively limited and it is up to the designer to investigate the site and to design the dwelling accordingly. If you are building in a new subdivision that has been subjected to substantial earthworks, the site assessment is a relatively simple process. However, if you are building in a rural area, greater care needs to be taken when choosing your building site.

If you have designed your dwelling in accordance with NZS 3604, it is likely that you do not have to submit design calculations from a structural engineer. However, if the design does not meet NZS 3604, structural calculations need to be provided. Such calculations need to be supplied together with an engineer's producer statement (PS1). Council's structural engineers will assess such calculations for compliance as part of the Building Consent approval process.

The calculations provided are called specific engineering design (SED). Please identify the building design that is outside the scope of NZS 3604 and the SED submitted with your application. Significant delays occur as a result of not identifying the design component outside of the scope for NZS 3604.

Please note that all structural checking by Council's building engineers and other specialist advisers are charged at cost, with payment due prior to uplifting your approved Building Consent.

9. Changes or Amendments to Building Consents

While Council is processing a Building Consent application, it is not unusual for an applicant, designer or their agents to present changes to the Building Consent application. While Council is willing to accept such changes, it can result in significant delays in the processing of a Building Consent application.

Similarly, during the actual building work, changes can occur. It is important that these changes are authorised or approved as an amendment before the work commences. Such work may include:

- Any structural change (other than minor bracing changes).
- Changes to claddings.
- A change that affects a producer statement.
- Work that will have an effect on project value, requiring re-evaluation of fees and levies.
- Building design and/or footprint change requiring another structure and PIM evaluation.
- Changes in the building element construction type.
- Changes that affect fire design features.

The Building Inspector can approve some minor changes on-site.

Where the amendment is minor and does not affect or reduce the level of compliance against the Building Code, it is not considered necessary for a formal **Application for Building Consent Amendment** to be applied for. However, it is important that even these minor changes are assessed for compliance and suitability, which will be undertaken by the Building Inspector on-site.

The applicant/builder is still required to provide amendment details for lodgement on the Building Consent record. This is mandatory, as it affects issue of the Code Compliance Certificate.

Examples of amendments not requiring a formal Application for Building Consent Amendment could include, but not be limited to:

- Substituting one internal lining for a similar internal lining.
- Substituting the type of timber treatment.
- Minor wall bracing changes.

- Changing a room's layout (e.g. repositioning bathroom fixtures).
- Changing one brand of insulation for another.
- Drainage as-built plans.
- Changing the door swing.

It will be at the Building Inspector's discretion as to whether or not a formal Building Consent Amendment Application will be required in any amendment circumstances. The Inspector's word will be final.

Effect on Code Compliance Certificate

On completion, all building work must comply with the Building Code and be in compliance with the Building Consent plans, specifications and incorporate any amendments approved and documented along the way. If the documentation on Council files does not match the completed work, a Code Compliance Certificate cannot be issued.

Note: When applying for an amendment to a Building Consent you need to clearly identify the changes to the original consent on the drawings submitted.

In the event that changes to a Building Consent application are submitted prior to the granting of the consent, Council reserves the right to refuse the original consent and issue a new replacement consent. This may also occur when a consent remains suspended for a considerable period of time.

10. Building Consent Fees

Building Consent fees are reviewed annually by Council to ensure that the fees reflect the cost of processing Building Consents and related expenditure.

Special charges, such as engineering checking in normal consents, or peer reviews in major consents, are not allowed for in any fees and hence will be charged to the applicant at the appropriate time.

If Council, in processing a consent application, is required to request information one or more times, it is likely that there will be additional charges for the processing of your Building Consent application. Hence, the more complete your application, the less likely it is that there will be significant additional costs.

It is likely that in addition to the fees paid when the application is lodged by you, there will be additional charges at the time the Building Consent is issued, or when the Code Compliance Certificate is issued.

The Schedule of Charges is attached to this information sheet. Please note that these charges will change from time to time.

11. The Building Consent Approval Process

The Building Consent application is submitted to Council either by hand or by post. A minimum of two copies is to be submitted for residential applications, or three copies for commercial applications, together with the completed application form, checklist and fees. The application then proceeds through the following steps:

- The Customer Services team checks if the application requirements have been completed correctly. If they are not correct, the application will be returned to you to correct. This application will not be accepted until it is complete.
- On acceptance of the Building Consent application, a consent file is created and Council has 20 working days to determine whether to issue Building Consent.
- Once the application has been accepted as being correctly completed, two files are created. The owner's copy is sent to the PIM team to check on hazards, special conditions and town planning issues. The Council copy is sent for a Building Code compliance check by Council specialist Building Consent Officers.
- Building Consent Officers will vet the plans and specifications against Building Code requirements and comprehensive checklists. In the event that the application is found to be incorrect or incomplete, a Request for Further Information will be sent to the applicant. The 20 day time clock is suspended during this process.
- Once the time clock has been suspended the applicant will have 20 working days in which to submit the requested further information.
- On receipt of the corrected or additional information, to the satisfaction of the Building Consent Officer, the 20 day time clock restarts.
- All resubmitted plans and information should be in duplicate, with changes and amendments highlighted or indicated. Where information resubmitted is still insufficient or incorrect, a reprocessing fee may be applied.
- On being satisfied that the application has demonstrated compliance with the Building Code, and satisfied with any conditions or matters arising from the PIM process (see note 5), the Building Consent will be technically **granted** and the applicant invoiced for the balance of the fees.

- On payment of the fees, Building Consent will be **issued** and the applicant is free to start building work, which must commence within 12 months. Council must assess the building for its Code Compliance Certificate (CCC) after two years, if no CCC has already been issued by that time.
- The Building Consent documents contain important information and conditions. Please read them. The documents list the inspection that must be undertaken by the Building Inspector. They can include: siting, foundations, pre-line, post-line, pre-clad, weathertightness and bracing, to name just a few.
- On completion, the applicant must apply to Council for a Code Compliance Certificate. The application form is included in the Building Consent pack. Council has 20 working days after application to consider issue of a Code Compliance Certificate.
- It is important to understand that if any of the required inspections are missed, including any additional inspections the Inspector may call for on site, the Building Inspector will have great difficulty issuing the completed project with its Code Compliance Certificate. If the Inspector didn't see it, he can't verify it was done correctly. The onus is always on the applicant to prove compliance in these, or any building-related circumstances.

12. Conclusion

As a Council we cannot provide design advice (we simply do not have the resources or the time and it is not intended by legislation that we take on such a role). The intent of the changes to the Building Consent application process is to make it as easy as possible for you to make an application in a manner that allows Council to process the application with minimum delay.

The consent process is a partnership, where you provide all the information required and Council approves the application as quickly as possible. A properly consented application and a well-built building create value for you, or future owners of the building.

Guidance Notes and Building Consent Procedures

To Assist you in Completing a Successful Application

A major cause of delay in processing applications is the lack of, or poor quality information. Help us to assist you by reading these guidance notes thoroughly, refer to them as you complete each section of the Building Consent /PIM Application. This will ensure that all requirements are in place, that a complete application is received by Council and that processing can get underway without delay.

PART A

The Building

Proposed location of building work

Give the street or road address and legal description where the project is to be undertaken.

The legal description of the land is usually the Lot and Deposited Plan (DP) number of the land. You can get this information from the rates assessment notice or the Certificate of Title. If you cannot obtain the information from these sources, the Customer Services Officers may be able to assist you.

Remember to include the total floor area of the work covered by the Building Consent and **please include a copy of the Certificate of Title** with your application; this must be current.

You can obtain a copy of your Certificate of Title from: Land Information New Zealand, PO Box 92016, Auckland 1142. A small fee is charged.

Owner

For the purposes of the Building Act, the owner of the land may be:

- The owner of the fee simple of the land; or
- Any person who has agreed in writing, either conditionally or unconditionally, to purchase the land or any leasehold estate or interest in the land, or take out a lease of the land, while the agreement remains in force.

Agent

Complete this section where the application is being made on behalf of the owner. The agent could be your builder, architect, or other person. Provide the agent's name, address and other particulars so that we may address verbal or written correspondence to them. Only complete this section if the contact person is not the owner.

First Point of Contact

Nominate the person that we will make first contact with; it may be the owner, or perhaps a member of your building or architect teams. This ensures that we are

always talking to someone with personal knowledge of your project and minimises communication problems.

Application

Please indicate if your application is for a:
Project Information Memorandum only (PIM).

If you wish to apply for a PIM before Building Consent, tick this box.

A PIM will give you any information on Council files that may materially affect your building project, i.e. sewer/water connections, hazardous land information, development contribution levies, etc. We encourage the 'PIM before BC' approach as it can save you time and money on redesigns if information comes to hand that requires you to make changes to your building before Building Consent can be issued.

Tick the boxes that relate to your proposed project and ensure that appropriate information is supplied with the application so that accurate information can be provided back to you.

Project Information Memorandum and Building Consent (BC)

Tick this box if you haven't previously obtained a separate PIM for your proposed project. In this case your BC application will automatically be deemed a combined 'Project Information Memorandum and Building Consent Application'.

Building Consent for PIM Number

Tick this box if you have obtained a PIM before making BC application. Include your PIM number so we can refer to the information it contains to ensure that your BC application plans have taken the PIM information into account.

Signature

Remember to sign. Either the owner, or agent if the application is made on the owner's behalf. Without a signature the application is invalid.

PART B

Project Information Memorandum

Only fill in this section if you are applying for a separate PIM (refer Part A above) and not a Building Consent.

PART C

The Project

Indicate whether your project is:

New - tick this box for all new buildings and new heating installations.

Alteration - tick this box where the work relates to modification of an existing structure, such as additions or alterations, change of use, etc.

Relocation - tick this box where a building is being relocated on to a site from elsewhere.

Description of work - enter a full description of the proposed work in the line provided, e.g. three bedroom dwelling and attached garage, including heating appliance installation.

Describe the building's **intended use** if other than single residential, i.e. communal housing, or a particular commercial, industrial, service or farming use.

Will the building work result in a change of use?

Change the use – what it means. The Building Act 2004 defines a 'change of use' as:

... to change the use (determined in accordance with Regulation 6) of all or a part of the building from one use (the old use) to another (the new use) and with the result that the requirements for compliance with the Building Code in relation to the new use are additional to, or more onerous than, the requirements for compliance with the Building Code in relation to the old use.

If the Building Code requires you to provide additional features or elements to meet the Code requirements of the intended new use, a 'change of use' has occurred.

Example: A takeaway food shop with a simple fire alarm system being changed to a café/restaurant, which will require an upgraded alarm system, improved means of escape, additional toilet facilities, upgraded access and facilities for the disabled, etc. It's still a food premises,

but the scope and intensity of its use has changed. That's a change of use.

If yes, provide details of the new use - this requirement is self-explanatory.

Intended life of the building if less than 50 years

Only fill this in if you are building a 'limited life' building, i.e. less than 50 years.

Under the Building Code buildings have a minimum expected life of at least 50 years; unless a shorter period is nominated (a well constructed and maintained building will obviously exceed the 50 year figure indefinitely).

If less, describe the period the building is intended to be in use, e.g. a temporary building may have an intended life of 20 years.

List Building Consents previously issued

List any Building Consents previously issued for the project. For new work separate 'foundations only' consent may have been issued, or for alteration work on an existing building list any previous consent issued on the building.

Estimated Value of the Building Work - the estimated value of building work is defined as the total value of goods and services, including labour and GST.

Building Consent

Do not fill in this section if you are applying for a PIM only (refer Part B above).

If applying for Building Consent, you will need to specify in the Clauses of the Building Code under which your work will be done. Further guidance on this section is attached.

PART D

Compliance Schedule

This section relates primarily to fire safety systems in commercial and industrial developments and buildings where the public have access. It will not apply to single private residential dwellings. Please complete by ticking the appropriate box.

Identify any of the following systems that are installed in your building and list on the BC application:

- Automatic systems for fire suppression (for example, sprinkler systems).
- Automatic or manual emergency warning systems for fire or other dangers (other than a warning system for fire that is entirely within a household unit and serves only that unit).
- Electromagnetic or automatic doors or windows (for example, ones that close on fire alarm activation).
- Emergency lighting systems.
- Escape route pressurisation systems.
- Riser mains for use by fire services.
- Automatic back-flow preventers connected to a potable water supply.
- Lifts, escalators, travelators, or other systems for moving people or goods within buildings.
- Mechanical ventilation or air conditioning systems.
- Building maintenance units providing access to exterior and interior walls of buildings.
- Laboratory fume cupboards.
- Audio loops or other assistive listening systems.
- Smoke control systems.

PART E

Attachments

List all of the plans, specifications, paperwork and attachments that accompany your BC or PIM application.

PART F

Key Personnel

List all your contractors and designers. We can always relate to the project better if we know who we are dealing with on-site. We also need to check current registration status of certain tradespersons, i.e. plumbers, drainlayers.

Other Matters That May Affect Your Application

Vehicle Crossing Required

Does the development require a crossing/access to the road and, if so, has an application been made? It is advisable to apply for this immediately, to avoid possible delays should a crossing not be in existence.

Utility Connection Required

To obtain consent, the applicant must show that a potable (drinking) water supply, stormwater and sewage disposal to a recognised disposal system are all

provided for and approved. Should there be no indication in the Council's records that these already exist, the consent will not be issued until the applicant can show how they will be supplied.

Historic Places Trust

Section 39 of the Building Act 2004 requires Council to notify the Historic Places Trust (HPT), when an application is received for a project on a property that is within this category and also to provide a copy of any PIM to HPT, when issued.

General

Please ensure that you complete all of **Part A** – this portion is required for every consent application.

Complete **Part B** if requiring a PIM.

Complete **Part C** (and also **Part D** if commercial/ industrial or multi-storey).

Always complete **Part E** and **F**.

The checklist in your **user guide** (BC1A for new dwellings/alterations to dwellings, or BC1B for commercial buildings/alterations to commercial buildings/change of use) must be ticked to indicate the information that has been provided with your application; this checklist is designed to help you submit a complete application, which in turn will reduce delays in processing. Please submit the **completed user guide** (BC1A or BC1B) with your application form.

Guidance Notes:

Building Code Clauses and Risk Matrix Assessment

The PIM/Building Consent Application form under the Building Act 2004 Regulations requires applicants to identify the relevant clauses of the Building Code against which the building will be checked, and what 'means of compliance' are to be used under each relevant Clause.

The Building Code Clauses range from B1: Structure through to H1: Energy Efficiency and define the performance criteria required to be achieved for each part of a building. The Building Consent application form lists the Clauses in order.

Each Building Code Clause has an 'Acceptable Solution', i.e. a specific method of construction or installation of a building element that will meet the Building Code performance criteria, a 'means of compliance' (i.e. following the pictures and text in the book).

Example: Timber wall framing structure for dwellings is most commonly constructed to the NZS 3604 Timber Framed Buildings Standard; this is described in the Building Code Clauses as **B1/AS1 NZS 3604 Timber Framed Buildings**. OR in the Building Consent application as:

Clause	Means of compliance	Waiver/modification required
<input type="checkbox"/> B1 Structure: B1/AS1	NZS 3604	N/A

Means of compliance other than '**Acceptable Solutions**' are often used; these are known as Alternative Solutions, i.e. examples of the construction method are not contained in the list of Building Code Acceptable Solutions.

Example: Proprietary exterior cladding systems, such as polystyrene-backed, acrylic texture, coated wall claddings (known as EIFS systems) that have undergone approved laboratory performance testing and attained a product appraisal certificate. Such systems are reliant on approved applicators strictly adhering to the tested and approved application specifications.

Alternative Solution product testing methods to prove compliance with the Building Code's performance criteria are known as Verification Methods – example: E2/VM1 to meet external weathertightness requirements.

To assist in identifying the correct Clause, some examples are given below, with typical 'means of compliance'. The following list contains broad examples only and is not definitive; other Code Clauses may be relevant depending on the scope, type and specifics of the project.

Solid Fuel Burning Space Heater

- **B1 Structure:** B1/AS1 Alterations to framing for flue penetrations that comply with NZS 3604 Timber Framing Standard.
- **B2 Durability:** B2/AS1 specifies the minimum expected durability of the appliance and flue under the Building Code, subject to normal use and maintenance. Manufacturers usually claim a safe and useful life far in excess of the minimum Code requirement.
- **C1 Outbreak of Fire:** C/VM1 (verification method). Manufacturer's tested installation instructions in compliance with NZS 2918.
- **E2 External Moisture:** E2/AS1 flashing around the roof flue penetration.

Deck Construction and Access Stairs Over 1 Metre High

- **B1 Structure:** B1/AS1 Construction and framing in compliance with NZS 3604, or if over 3 metres high, specific design under NZS 4203.
- **B1 Structure:** B1/AS1 Timber barriers. Other types of barrier construction require specific design under NZS 4203.

- **B2 Durability:** B2/AS1 Timber members treated in accordance with NZS 3602. Fixings in compliance with NZS 3604.
- **D1/AS1 Access Routes:** Stair dimensions, slope, slip resistance and handrails.
- **E2 External Moisture:** E2/AS1 Detailing of junction between deck and building.
- **F4 Safety From Falling:** F4/AS1 Barrier design to protect from falling.

Accessory Building Construction – Garage or other non-habitable building

- **B1 Structure:** B1/AS1 Timber construction to NZS 3604, masonry construction to NZS 4229, or specific design to NZS 4203. Proprietary brand garages are specifically designed and must be constructed in strict accordance with instructions.
- **B2 Durability:** B2/AS1 Timber treated to NZS 3602 and fixings to NZS 3604. Cladding used as bracing in proprietary garages is required to be durable for the life of the building.
- **C Fire Safety Clauses:** The C Clauses require walls to domestic buildings to be appropriately fire rated. Designers should specify systems that have been tested to C/MM1.
- **E1 Surface Water:** E1/AS1 Stormwater drainage, using E1/MM1 where discharge to a soakpit is proposed. Show drainage from paved driveways.
- **E2 External Moisture:** E2/AS1 External cladding weathertightness detailing ground clearances.

New House Construction

- **B1 Structure:** B1/AS1 Timber construction to NZS 3604, masonry construction to NZS 4229, or specific design, including steel frame and composite panels, to NZS 4203.
- **B2 Durability:** Timber treated to NZS 3602 and fixings to NZS 3604.
- **C Fire Safety Clauses:** Fire rating of all walls/ceilings/windows within 1 metre of any boundary and ceiling/roof where taller adjacent building is within 5 metres. Designers should specify systems that have been tested to C/MM1.
- **D1 Access Routes:** D1/AS1 Stair dimensions, slope, slip resistance and handrails. All external stairs to meet the requirements for 'main common stairway'.
- **E1 Surface Water:** E1/AS1 Stormwater drainage and sizing stormwater pipes and drains.
- **E2 External Moisture:** E2/AS1 Exterior cladding weathertightness detailing.
- **E3 Internal Moisture:** E3/AS1 Wet area finishes (bathroom, etc) and ventilation to combat fungal growth.

- **F4 Safety from Falling:** F4/AS1 Barrier design to protect from falling. Exterior decks and stairs and internal landings and stairs.
- **G1 Personal Hygiene:** G1/AS1 Personal sanitation facilities, i.e. toilets, bathing facilities.
- **G2 Laundering:** G2/AS1 Laundering facilities for household units designed for more than two people.
- **G3 Food Preparation:** G3/AS1 Provision of hygienic food preparation areas, food storage and cooking facilities.
- **G4 Ventilation:** G4/AS1 Covers natural ventilation through opening windows, or mechanical ventilation.
- **G7 Natural Light:** G7/AS1 Provision of adequate natural light through windows and 'visual awareness' of the outside to all habitable spaces.
- **G9 Electricity:** G9/AS1 Covers electrical work by registered electricians. Energy works certificates are required at completion.
- **G11 Gas as an Energy Source:** G11/AS1 Covers gas installations by registered gasfitters. Energy works certificates are required at completion.
- **G12 Water Supplies:** G12/AS1 Provision of potable water supplies. Australian Standard AS3500 is an accepted alternative Standard.
- **G13 Foul Water:** G13/AS1 Sanitary plumbing and sewer drains. Australian Standard AS3500 is an accepted alternative Standard.
- **H1 Energy Efficiency:** H1/AS1 via NZS 4218 for wall and roof insulation.

Commercial Buildings – Internal alterations to existing

- **C Fire Safety Clauses – C1, C2, C3, C4:** C/AS1 Upgrading for means of escape from fire.
- **D1 Access Routes:** D1/AS1 for access routes to and within the building, including upgrading the building for access for people with disabilities (D1 or NZS 4121).
- **F5 Construction and Demolition Hazards:** F5/AS1 Isolation of the site for protection of the public from construction and demolition hazards.
- **F6 Lighting for Emergency:** F6/AS1 Covers emergency lighting installation where this is a requirement of the C Fire Safety Clauses.
- **F7 Warning Systems:** F7/AS1 Covers alarm system types and installation where alarms are a requirement of the C Fire Safety Clauses. Includes Standards NZS 4512 Alarms, NZS 4541 and 4515 Sprinkler Systems.
- **F8 Signs:** F8/AS1 Covers signs required within buildings with fire safety systems, also NZS 4121 for access signs for people with disabilities.
- **G8 Artificial Light:** Specifies minimum lighting levels within a building.

Risk Matrix Assessment

Wall Number Risk Factor	Risk severity						Subtotals for each risk factor
	Low	Medium	High	Very High			
Wind zone (per NZS 3604)	0	0	1	2			
Number of storeys	0	1	2	4			
Roof/wall junctions	0	1	3	5			
Eave width	0	1	2	5			
Envelope complexity	0	1	3	6			
Decks	0	2	4	6			
Total risk score							

Wall Number Risk Factor	Risk severity						Subtotals for each risk factor
	Low	Medium	High	Very High			
Wind zone (per NZS 3604)	0	0	1	2			
Number of storeys	0	1	2	4			
Roof/wall junctions	0	1	3	5			
Eave width	0	1	2	5			
Envelope complexity	0	1	3	6			
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Total risk score							

Wall Number Risk Factor	Risk severity						Subtotals for each risk factor
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Total risk score							

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