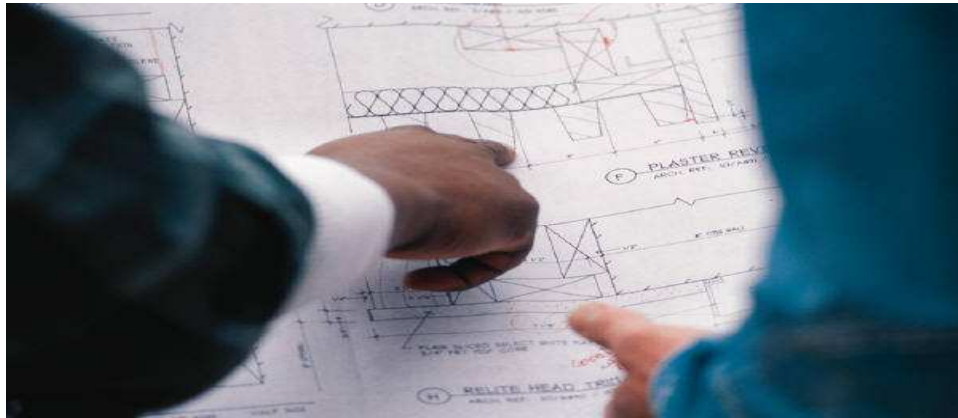


BUILDING CONSENT AUTHORITY

HELPING US TO HELP YOU / YOUR CLIENT

PLANS & SPECIFICATIONS



It is now important that all applicable details are clearly shown on plans and specifications submitted for building consents. Where lacking in detail or presentation they will either be returned or the additional data called for. For your client, this will probably create delays in starting the building process.

All plans / specifications are to be in **ink** and to **scale** and professionally presented. The format of presentation is up to you, but it makes it easier for us if you arrange your drawings in the following sequence:

1. **Site Plan** showing boundaries, contours, relevant natural and manmade features e.g. steep slopes, water courses, power lines, roading, underground services, etc.
2. **Floor Plan** : Suggested scale 1 : 50
3. **Elevations** : Suggested scale 1:100
4. **Footings / Foundations** : Construction Details 1 : 20
5. **Flooring : Slab / Timber** : Construction Details 1 : 20
6. **Framing** : Construction Details 1 : 20
7. **Roofing / Flashings** : Construction Details 1 : 20
8. **Cladding / Flashings** : Construction Details 1 : 20
9. **Exterior Joinery** : Construction Details 1 : 20
10. **Plumbing – Schematic** : Construction Details 1 : 100
11. **Drainage – Schematic** : Construction Details 1 : 100
12. **Many designers** present critical details on applicable pages such as flashings, connections and other information : this is OK.



13. **Ventilation** : We need to know the details of all natural and mechanical ventilation. Opening windows must be at least 10% of the floor area of the applicable room – subfloor (timber) ventilation must be detailed, plus the access must be shown.
14. **Electrical** : All lights and hot points, smoke alarm locations, etc, **must be shown**.
15. **Producer Statements** : Must be included where specific design is applicable, such as roof trusses, beams, etc.
16. **Insulation** : Details must be provided.
17. **Two copies of site plan, building plans, specifications technical specifications and other supporting information must be provided.**

Where other proprietary products or systems are used, you must provide details. Typical examples are EFIS exterior fixed insulation systems, claddings, braced diaphragms (Winstones systems, etc) and other. If there has been no appraisal done and/or there is no history of use / performance then we may decline its use.

This is a brief summation and is applicable to the basic dwelling. If you work your way through “our” checklist this should give you the necessary “prompts” to be able to provide us and your client with the requisite information. This will also help avoid costly time delays and unnecessary frustration.