

RELOCATABLE BUILDINGS

IS THE BUILDING PRE 1970	YES You must apply for Resource Consent either before or at the same time as you apply for Building Consent	
IS THE BUILDING PRE 1970	NO You must supply the following	
Evidence of ownership		Tick
Certificate of Title	Must be current	
Occupation Order	Must have site plan	
Licence to Occupy	Signed by Trust	
Sale & Purchase agreement	Must be current	
Plans and documentation are necessary and form part of the building consent application. They must include floor plans, elevations, plumbing/drainage etc. New plans <i>must be</i> drawn by a licensed building practitioner.		
(a) Ask the local council of the district from which the building is coming from for the Code Compliance Certificate, and any plans / documentation of the building.		
(b) If there are no records, and/or you need Resource Consent, you will need to get a qualified person to write a "Building Report". The report will include current state of the building, material used and should include plans, e.g. floor plan, elevations, doors, windows etc; will also include photographs.		
(c) The plans must include any refurbishment work proposed to be done when the building has been sited.		
(d) The foundation plans are critical and therefore must be <i>drawn up by a Licensed Building Practitioner</i> . It is entirely up to the owner/applicant if they require a Geotech Report. This is a discussion to be had with your designer.		
(e) The building <i>must be placed upon the foundations/piles by a Licensed Building Practitioner</i> .		
(f) Consideration must be made as to how your water will be supplied		
(g) Consideration must also be made regarding the installation of a septic tank. The form to use is "Schedule 5" (BOP Regional Council) You can seek advice from a registered drainlayer regarding what system to use and how to go about completing the form.		
(h) <i>Site Plan</i> This is another important plan showing : (i) location of building within the property, distances of the building to boundaries and any other buildings (ii) location of drainage (iii) location of septic tank, any entranceways (iv) location of any utilities on the property		
Note: If you have an occupation order you must use the site plan submitted to and approved by the Māori Land Court. If you are relocating the building in an area where council services exist, your site plan must show location of services and how they were be connected to the building.		

WHEN SUBMITTING YOUR APPLICATION YOU MUST

Use Form 2 Residential Application for PIM and Building Consent (www.odc.govt.nz)
Attach your plans, documentation (as above)
Pay fees (see Fees and Charges)
Clock starts when application is accepted and fees have been paid