

Notification of exempt building work

Under schedule 1 of the Building Act 2004

This application is to advise Southland District Council (SDC) that the following exempted work is proposed to be undertaken on the property at the address listed below.

It is the building owner(s) responsibility to ensure the building work is exempt from requiring a building consent and building work complies with the New Zealand Building Code.

For further information on exemptions, refer to the Ministry of Business, Innovation & Employment (MBIE) website: www.building.govt.nz

Please refer to the current Building Services schedule of fees and charges (page 7) for filing fee:
<https://www.southlanddc.govt.nz/assets/fees-and-charges/Schedule-of-Councils-Fees-and-Charges-20202021-effective-1-July-2020.PDF>

PROPERTY DETAILS

Site address	
Legal description	

CONTACT DETAILS

Owner(s)			
Agent/ contact			
Owner(s) email			
Contact(s) email			
First point of contact	<input type="checkbox"/> Owner	<input type="checkbox"/> Agent	<input type="checkbox"/> Other

INVOICING DETAILS

Name of person(s) to invoice			
Email		Telephone	

PROJECT DETAILS

Please state the appropriate clause of schedule 1 of the Building Act 2004 this work comes under	
Description of completed work/ plan	
Date of completion	

AUTHORISED PROFESSIONALS DETAILS (IF APPLICABLE)

Some exempt building work requires that an authorised professional carry out, supervise, design or review the design of the proposed work(s). Please complete the below and include supporting information with this notification

First and last name	
Practice field	
Registration number	

ATTACHMENTS

<input type="checkbox"/> Specifications
<input type="checkbox"/> Plans
<input type="checkbox"/> Supporting documentation

DECLARATION

I declare that I have determined that the above building work is exempt from the requirement to obtain building consent as set out in schedule 1 of the Building Act 2004. I accept that Council will not review any reports or attachments to this form and will not assess or inspect the building works referred to.

I accept that Council cannot make any representation or warrant to the accuracy, completeness, or reliability of the information contained in the report or supporting documentation or determine whether the building work(s) comply with the Building Act 2004, Building Code, or Building Regulations.

Council will not assess nor make any representation to the quality of the building works. I accept that it is my responsibility to advise interested parties about this exempt building work(s). I understand that all plans, documentation and reports submitted to Council are public record and may be disclosed upon request.

Owner(s) name			
Owner(s) signature		Date	

FOR COUNCIL USE ONLY

☐ Accepted notification

The notification for exempted building works has been accepted by Council to be placed upon the property file only. No assessment has been made of the notification, and the notification is the sole responsibility of the owner as outlined in the declaration above.

☐ Refused notification

The notification for exempted building works has been refused by Council to be placed upon the property file due to the notification not being of an appropriate quality to meet the record requirements of Council.

Assessed by			
Signature		Date	