

APPLICATION FOR CERTIFICATE OF ACCEPTANCE

Section 97, Building Act 2004

Office Use: Received by: _____ Date Received: _____ COA Number: _____

The Building

Street Address:		Legal Description:	Lot:		DP:	
			Sec:		Blk:	
			Valuation No:			
Building Name:		Location within block:				
Number of levels:		Level / Unit No:				
Area affected m ² :		Current, lawfully established use:				
Year First Constructed:						

The Owner

Contact

Only complete if you are making the application on behalf of the Owner.

Owner's Name:		Contact's Name:	
Postal Address:		Postal Address:	
Street Address/ Registered Office:		Street Address/ Registered Office:	
Contact Person:		Contact Person:	
Landline:		Landline:	
Daytime:		Daytime:	
After Hours:		After Hours:	
Mobile:		Mobile:	
Fax:		Fax:	
Email:		Email:	
Website:		Website:	

First Point of Contact for communications with Council:		<input type="checkbox"/> Owner	<input type="checkbox"/> Contact
First Point of Contact for communications with Council: <i>If different to the Owner and Contact details above</i>			
Contact's Name:		After Hours:	
Postal Address:		Mobile:	
		Fax:	
		Email	
Landline:			
Daytime:			

The following evidence of ownership is attached to this application showing full name of legal owner(s) of the building:	
<input type="checkbox"/> Copy of certificate of title	<input type="checkbox"/> Agreement for sale and purchase
<input type="checkbox"/> Lease	<input type="checkbox"/> Other (<i>specify</i>) _____

I request that you issue a Certificate of Acceptance (COA) for the building work described in this application.		
_____	_____	_____
Signature of Owner/Agent <i>on behalf of and with the authority of the owner (delete one)</i>	Name of Person Signing	Date

Building Work	
Description of building work:	Date the building work was carried out: (DD/MM/YY)
	List building consents previously issued for this project (if any): _____
Intended life of the building if under 50 years _____ years	
Did the building work result in a Change of Use of the building? <input type="checkbox"/> Yes – provide details of new use:	Estimated value of the building work , including GST: <i>State estimated value as defined in Section 7 of the Building Act 2004</i>
_____ <input type="checkbox"/> No	

The personnel who carried out building work are as follows:

Name	Area of Work	Registration Number <i>**For example Certifying Plumber, Drainlayer, Registered Electrician, etc.</i>	Address

The following plans and specifications are attached to this application:

List the plans and specifications attached to your application: _____

Reasons why a Certificate of Acceptance is required: *Please tick the option that applies to you & add notes as requested*

<input type="checkbox"/> The owner, or the owner's predecessor in title, carried out the building work for which a building consent was required, but a building consent was not obtained because: _____ _____ _____ _____ _____ _____ _____ _____ _____ _____ _____ _____ _____ _____ _____	<input type="checkbox"/> A building consent could not practicably be obtained in advance because the building work had to be carried out urgently: <i>(select one of the following):</i> <input type="checkbox"/> (a) for the purpose of saving or protecting life or health or preventing serious damage to property as follows: _____ _____ _____ <input type="checkbox"/> (b) in order to ensure that a specified system was maintained in a safe condition or made safe as follows: _____ _____ _____ _____ _____	<input type="checkbox"/> The building consent authority that granted the building consent is unable or refuses to issue a code compliance certificate in relation to the building work, and no other building consent authority will agree to issue a code compliance certificate for the building work: <i>(state the details of the name of the building consent authority and building consent granted).</i> _____ _____ _____ _____ _____ _____ _____ _____ _____
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Compliance Schedule:

There are no specified systems in this building.

The specified systems for the building are as follows: *Tick the boxes that are applicable in the below table.*

Systems in the building	Altered/ added to/ removed in the course of the building work	No.	System Name	Systems in the building	Altered/ added to/ removed in the course of the building work	No.	System Name
<input type="checkbox"/>	<input type="checkbox"/>	SS 1	Automatic Systems for Fire Suppression	<input type="checkbox"/>	<input type="checkbox"/>	SS 10	Building Maintenance Units
<input type="checkbox"/>	<input type="checkbox"/>	SS 2	Emergency Warning Systems	<input type="checkbox"/>	<input type="checkbox"/>	SS 11	Laboratory Fume Cupboards
<input type="checkbox"/>	<input type="checkbox"/>	SS 3.1	Automatic Doors & Windows	<input type="checkbox"/>	<input type="checkbox"/>	SS 12.1	Audio Loops
<input type="checkbox"/>	<input type="checkbox"/>	SS 3.2	Access Controlled Doors	<input type="checkbox"/>	<input type="checkbox"/>	SS 12.2	FM Radio Frequency Systems
<input type="checkbox"/>	<input type="checkbox"/>	SS 3.3	Interfaced Fire / Smoke Doors / Windows	<input type="checkbox"/>	<input type="checkbox"/>	SS 13	Mechanical Smoke Control
<input type="checkbox"/>	<input type="checkbox"/>	SS 4	Emergency Lighting Systems	<input type="checkbox"/>	<input type="checkbox"/>	SS 14.1	Emergency Power Systems for SS 1 – 13
<input type="checkbox"/>	<input type="checkbox"/>	SS 5	Escape Route Pressurisation Systems	<input type="checkbox"/>	<input type="checkbox"/>	SS 14.2	Signs for SS 1 – 13
<input type="checkbox"/>	<input type="checkbox"/>	SS 6	Riser Mains	<input type="checkbox"/>	<input type="checkbox"/>	SS 15.1	Systems for Communicating Evacuation
<input type="checkbox"/>	<input type="checkbox"/>	SS 7	Auto Backflow Preventers	<input type="checkbox"/>	<input type="checkbox"/>	SS 15.2	Final Exits
<input type="checkbox"/>	<input type="checkbox"/>	SS 8.1	Passenger Carrying Lifts	<input type="checkbox"/>	<input type="checkbox"/>	SS 15.3	Fire Separations
<input type="checkbox"/>	<input type="checkbox"/>	SS 8.2	Service Lifts	<input type="checkbox"/>	<input type="checkbox"/>	SS 15.4	Signs
<input type="checkbox"/>	<input type="checkbox"/>	SS 8.3	Escalators & Moving Walks	<input type="checkbox"/>	<input type="checkbox"/>	SS 15.5	Smoke Separations
<input type="checkbox"/>	<input type="checkbox"/>	SS 9	Mechanical Vent / Air Con Systems	<input type="checkbox"/>	<input type="checkbox"/>	SS 16	Cable Cars

Attachments – the following are attached to this application:

Project Information Memorandum (PIM)

Plans and Specifications

Certificates from personal who carried out the building work

Energy Works Certificate

Southland District Council Fees and Charges for 2016/2017



Note:

- Where building work and inspections vary from the examples indicated below specific fees will be calculated.
- National Multi Use Approval applications will have processing component of the fee deducted.
- Indicative building consent fees do not include DBH / BRANZ levies for building work => \$20,000.00 in project value.
- Council's preference is for the invoicing of fees at the time of issuing. The exception being Certificate of Acceptance and Alternative Solution/Waiver applications or where there is a history of poor payment, the fees are to be paid at the time of lodging.
- Processing time and inspections in excess of those indicated will be invoiced as additional charges.
- Costs associated with review of a PS1 will be invoiced as an additional charge. Complex projects may require calculations and/or a PS2 in support of a PS1. A PS2 design review statement will be required for projects exceeding \$1 million.
- Fees and charges outstanding at submission of Form 6 "Application for Code Compliance Certificate" will prevent issuing of the Code Compliance Certificate.
- Processing time charge-out rate: BC Administration (**\$111.00/hr**) - BC Officers (**\$171.00/hr**).
- Inspection charge-out rates of **\$232.00 / 0.75/hr** - **\$275.00 / 1.0/hr** - **\$360.00 / 1.5/hrs** allows a site arrival fee plus time on-site for inspection / compiling field notes and any necessary follow-up.
- **Indicated fees and charges are 15% GST inclusive.**

Indicative Building Consent Fees

(GST Inclusive)

Building Work Proposed	Time	Standard Fee Includes	Potential Add Fees	Fee
Freestanding Solid-Liquid-Gas Fired Heating Unit	0.25 hrs 0.75 hrs	<u>Processing</u> Final inspection		\$274.75
Inbuilt Solid-Liquid-Gas Fired Heating Unit	0.25 hrs 0.75 hrs 0.75 hrs	<u>Processing</u> Pre-installation Final inspection		\$506.75
Plumbing - Drainage Swimming - Spa Pool Fencing Demolition Other minor works	1.33 hrs 0.50 hrs 0.75 hrs	Site-services assessment <u>Processing</u> Final inspection		\$473.50
Farm Building, Dairy Shed, Deck Conservatory, Garage Note: National Multi Use Approval applications to have <u>processing</u> component of the fee deducted	1.33 hrs 0.50 hrs 0.75 hrs 0.75 hrs	Site-services assessment <u>Processing</u> Foundation inspection Final inspection	PS1 design review Pre-pour block inspection Precast concrete inspection Pre-lining inspection Post-lining inspection Drainage inspection	\$705.50
Altered Dwelling	1.33 hrs 1.00 hrs 0.75 hrs 0.75 hrs	Site-service assessment <u>Processing</u> Pre-lining inspection Final inspection	PS1 design review Plumbing inspection Skeleton inspection Post-lining inspection Drainage inspection Heating unit inspection	\$791.00
Relocated Dwelling	1.33 hrs 1.00 hrs 0.75 hrs 0.75 hrs 0.75 hrs	Site-service assessment <u>Processing</u> Foundation inspection Drainage inspection Final inspection	PS1 design review Heating unit inspection	\$1,023.00
Addition to Dwelling	1.33 hrs 1.50 hrs 0.75 hrs 0.75 hrs 0.75 hrs	Site-service assessment <u>Processing</u> Foundation inspection Pre-floor inspection Pre-lining inspection Final inspection	PS1 design review Pre-pour block inspection Skeleton inspection Plumbing inspection Waterproof membrane Post-lining inspection Pre-plaster inspection Half high brickwork Drainage inspection Heating unit inspection	\$1,340.50

Building Work Proposed	Time	Standard Fee Includes	Potential Add Fees	Standard Fee
New Dwelling (< 300 m² floor area) Note: National Multi Use Approval applications to have <u>processing</u> component of the fee deducted	1.33 hrs 3.00 hrs 0.75 hrs 0.75 hrs 1.00 hrs 0.75 hrs 0.75 hrs 0.75 hrs 0.75 hrs 0.75 hrs 1.00 hrs	Site-service assessment <u>Processing</u> Foundation inspection Pre-floor inspection Skeleton inspection Plumbing inspection Pre-lining inspection Post-lining inspection Cladding option inspection Drainage inspection Final inspection	PS1 design review Pre-pour block inspection Waterproof membrane Pre-plaster inspection Half high brickwork Heating unit inspection	\$2,843.00
New Dwelling (> 300 m² floor area) Note: National Multi Use Approval applications to have <u>processing</u> component of the fee deducted	1.33 hrs 4.00 hrs 0.75 hrs 0.75 hrs 1.50 hrs 0.75 hrs 0.75 hrs 0.75 hrs 0.75 hrs 0.75 hrs 0.75 hrs 0.75 hrs 1.50 hrs	Site-service assessment <u>Processing</u> Foundation inspection Pre-floor inspection Skeleton inspection Plumbing inspection Pre-lining inspection Post-lining inspection Cladding option inspection Drainage inspection Heating unit inspection Final inspection	PS1 design review Pre-pour block inspection Waterproof membrane Pre-plaster inspection Half high brickwork	\$3,416.00
Commercial Accommodation Commercial Crowd Commercial Working Note: National Multi Use Approval applications to have <u>processing</u> component of the fee deducted	1.33 hrs 4.00 hrs 0.75 hrs 0.75 hrs 1.50 hrs 0.75 hrs 0.75 hrs 0.75 hrs 1.50 hrs	Site-service assessment <u>Processing</u> Foundation inspection Pre-floor inspection Skeleton inspection Pre-lining inspection Cladding option inspection Drainage inspection Final inspection	PS1 design review Pre-pour block inspection Pre-cast concrete inspection Plumbing inspection Waterproof membrane Post-lining inspection Pre-plaster inspection Half high brickwork Heating unit inspection	\$2,720.00
<u>Processing limits:</u> Occup > 1000 WH and WF, FHC 4, > 3 Floors, Spec Design, Alt Sol Fire Design <u>Inspection limits:</u> > 4 Floors		Standard design review Further information request Non-standard design review fee at CP-Eng rates	PS1 Design review PS2 Design review PS4 Construction review	\$310.50 \$103.50 <u>CP-Eng charging rates</u> Jnr Eng: \$270.25 \$/hr Sen Eng: \$350.75 \$/hr Admin: \$135.70 \$/hr Travel: \$0.92/km

Other Fees and Charges (GST Inclusive)		
Service Required	Fee/Charges Comprises	Standard Fee
PIM	Project Information Memorandum (PIM only application)	\$172.00
PIM	Project Information Memorandum (issued with consent)	\$16.00
Site - Service Assessment		\$156.00
LIM	Land Information Memorandum (includes single title search)	\$341.00
DBH levy	\$2.01 per \$1,000.00 (for project values => \$20,000.00)	\$2.01 / \$1 k
BRANZ levy	\$1.00 per \$1,000.00 (for project values => \$20,000.00)	\$1.00 / \$1 k
Relocatable Building Report	Single inspection charge + 0.50/hr processing (within SDC area)	\$317.50
Tent/Marquee (> 100 m ²)	Single inspection charge + 0.50/hr processing	\$317.50
Amusement Device Permit	Single inspection charge (subsidised by SDC)	\$11.55
Amend issued Building Consent	Processing time + any additional inspections if necessary	Actual cost
Compliance Schedule/Statement	1.00/hr processing	\$171.00
Compliance Schedule - Amended	0.50/hr processing	\$85.50
Certificate of Public Use	Single inspection charge + 1.5/hrs processing	\$488.50
Certificate of Acceptance	Two inspection charges + 1.5/hrs processing (paid on lodging)	\$720.50
Alternative Solution or Waiver	Assessment of other than minor alternatives (paid on lodging)	\$855.00
Sale of Liquor Reviews	0.33/hr processing	\$57.00
Building Statistics Report	Per monthly report	\$40.00
Document Filing or Search	0.33/hr processing	\$36.00
Certificate of Title Search	Per title	Actual cost
Copying charge (A4)	Per sheet	\$1.00
Copying charge (A3)	Per sheet	\$1.50