

Amendment to Building Consent (Section 45(5) Building Act 2004)

Important Notes for Applicant:

Any changes to your design will require you to apply for an amendment to the issued Building Consent. This is to ensure that the Code Compliance Certificate can be issued on the final set of building consent documents, and these documents represent the full and final design for the project for record keeping purposes.

To apply for the amendment, please complete the following:

1. Fill out the form below
2. Draw revised plans clearly showing the changes. A cloud around the amendment and a revision number is an acceptable method
3. Drop in 2 sets of plans and application to the Council at the Building Unit counter for lodgment

You need to be aware that you will, in most cases, be charged with extra fees and may be asked to stop the work until the amendment has been approved. In some cases the amendment may have to be in the form of a new Building Consent. We will discuss this with you during the process.

Applicant Name:.....

Address for amendment to be posted to:.....

Signed:..... Date Submitted.....

Applicant Contact Phone:.....Fax:.....

Consent Number:..... Lot.....DPS.....

Project Address:.....

Type of Amendment:..... Number of pgs.....

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