

RELOCATED BUILDING CONSENT PROCESS

To relocate a building into or within the District the following applications must be made.

Planning Consent

Under the District Plan relocation of a building such as a previously occupied dwelling, commercial building, or any other type of building except small sheds and garages is a Controlled Activity and Council consent is needed.

Note: moving buildings within a site ie one that is contained wholly on one Certificate of Title does not require resource consent, providing that it meets all the controls set out in the District Plan.

To obtain Planning Consent for the proposal the applicant needs to submit the following;

1. Resource Consent Application (Form 5)
2. The required fee \$350.00 (2011-12)
GST Inclusive
3. Site plan to scale showing:-
distance to boundaries
existing buildings and services
proposed access
4. Photos of the building showing all sides and roof
5. Report from an independent building consultant detailing the works required to be carried out to bring building up to an acceptable standard, and whether the building requires cutting upon removal

Bond Requirements

If Planning consent is granted, it is subject to the applicant entering into a performance bond with the Council for 4 to 12 months to ensure compliance with the conditions relating to the consent. The bond sum is for the approximate cost of the work Council considers will be needed to upgrade and tidy up the building. This is based on items such as foundation work, connection to water, sewer or septic tank and effluent system also repainting or roofing replacement if needed. A minimum bond is typically \$10,000. For an older house that requires more work, the bond may be closer \$50,000.

Applicants may have their bank, solicitor or Bond Company act as guarantor for the bond and this should be discussed with the guarantor when considering the project. Alternately the applicants may deposit the cash with the Council. When substantial progress is made, a partial release of the bond may be granted by Council. When all work is completed to Council's satisfaction the bond will be released.

Building Consent

To obtain a Building Consent for the proposal the applicant needs to submit the following;

1. A Building consent application is to be fully completed. A copy of the Certificate of Title to the land **MUST** be supplied.
2. A site plan showing the new location of the building in relation to the property boundaries.
3. A plan showing all elevations, existing and proposed floor plan indicating the use of every room (e.g. lounge, kitchen, bathroom.). The plan shall show any alterations to the existing plan and the location and type of all plumbing fixtures.
4. A detailed foundation layout in compliance with NZS 3604 or an Engineers foundation design, together with all sub floor bracing calculation and details. The Removal Contractor may be able to help with this.
5. If the roof is to be removed or altered, either before or after the shift, details of the replacement structure are to be supplied.
6. If any structural alteration or addition is proposed, details of the alteration and addition are to be supplied.
7. A detailed plan of the drainage layout including the location and size of a septic tank, proposed levels of floors and driveways relative to the street channel. (Suggested minimum driveway falls to be 1:250).

8. A drainage site plan (scale 1:200) to show outline of section and proposed building only. (An as built drainage plan will be required at a later date.)
9. A soakage test certificate completed by the Registered Drainlayer.
10. Any other conditions that Council may impose are to be shown on the plans.
11. The building is **not** to be moved until all consent applications have been approved and the consent fees paid. Applicant should be aware that one of the conditions of planning consent to relocate the building is that a guaranteed bond agreement be entered into. The building consent will not be released until such time as the bond documents have been completed and returned to Council. Delays in returning the bond will delay the approval to move the building.
12. The "Job Copy" plans issued to the applicant must be kept on site and made readily available to all Contractors and Inspectors. All marked inspections must be called for and the job sheet signed and returned together with Form 9 at the completion of the work in order that a Code Compliance Certificate can be issued. The Bond will not be released until the Certificate is issued.

Note: All plans to be supplied in duplicate.

Fees (2011-2012) GST Inclusive

The fees charged are based on actual and reasonable cost to cover the work involved in processing and monitoring the project. Below is an estimate of the cost which must be deposited with the applications. Please note that any further cost will be charged for.

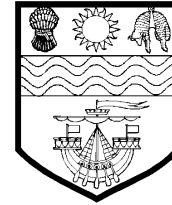
Planning Consent	\$350.00
Building Consent deposit only	\$770.00
Water Connection	At actual
Sewer Connection	At actual
Vehicle Crossing application	\$180.00
All the above fees are GST Inclusive	

Out of District Buildings

If the building is coming from outside the District, a Demolition Consent will be required from the Authority governing the area. That Council may be able to supply existing plan etc which cover the building to this Council records.

FURTHER INFORMATION

If you require further information or help planning your project please contact the Regulatory Services Department of the Council phone (06) 857 8060 or fax (06) 857 7179



**CENTRAL HAWKES BAY
DISTRICT COUNCIL**

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