

Building Consent Application Checklist - Solar Panel and Water Cylinders



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BUILDING ACT 2004

Applicants must tick boxes.

Applications may not be accepted or will be returned unprocessed if the application is not fully drawn and specified and accompanied by supporting documentation.

PROVIDE THE FOLLOWING WITH EVERY APPLICATION

Building Consent Fees

1. The fees and charges for this building consent will be invoiced by Council. Invoices are due for payment on the 20th of the month following the invoice date. Council will charge interest on overdue invoices at 15% per annum from the date of issue to the date of payment. In the event of non-payment, legal and other costs of recovery will also be charged and recovery can be sought from the Applicant and/or the Agent.

2. Please make invoice out to:

Owner

Agent

(if neither is ticked, the invoice will be made out to the Owner)

Note: Additional administration charges may be incurred for any changes to the fee payer once the building consent is issued.

Application Form

- Fully complete all applicable sections (include the names and registration numbers for all LBPs involved with the project).
- Provide one copy of the current Record of Title less than 3 months old (Council can provide at a cost of \$20).
- Provide the correct legal description.
- State the project location (street address or location details as near as possible if no address).
- Sign and date the form and tick the fee box to indicate who is paying the fees.
- Project description is accurate and describes all work involved in the project.

Information Required

Plan (not less than 1:100) showing:

- Location of all new plumbing and drainage work, including panel positions, cylinder position.
- Location and type of smoke detectors (required where none are currently installed or where the existing detectors need to be replaced or moved).
- Structural layout of roof identifying the support for the panel/cylinder.
- Confirmation that roof structure can support the loadings if new water cylinders or tanks are placed on existing trusses.

Site Plan (not less than 1:200) showing:

- Location of buildings in relation to boundaries.
- Location of solar water heater panels and water cylinders.

Specification

- Provide a brief specification to cover the materials to be used and the fixing and installing standards.
- Manufacturer's certification and specifications..
- Full details for solar panels, including fixing to building and pipe layout.