

# APPLICATION FOR EXEMPTION UNDER SCHEDULE 1(2) FROM OBTAINING BUILDING CONSENT

Schedule 1(2), BUILDING ACT 2004



ISO9001  
Document Number:  
BAF0002.18-CI2533

OFFICE USE	
Date Received Stamp	Property Number
	E <input type="text"/> <input type="text"/> <input type="text"/> N <input type="text"/>
	PIM Receipt Number

**THIS FORM CAN BE USED TO APPLY FOR A BUILDING CONSENT EXEMPTION**

## Complete the form in full

Lodge the application at the Blenheim office or mail to the Blenheim office.  
Mailed applications that are incomplete will be returned to the applicant.

## MARLBOROUGH DISTRICT COUNCIL

**BLLENHEIM**  
Seymour Street  
PO Box 443  
Blenheim 7240  
Ph: (03) 520 7400  
Email: [mdc@marlborough.govt.nz](mailto:mdc@marlborough.govt.nz)

**PICTON**  
67 High Street  
Picton 7220  
Ph: (03) 520 3200  
website: [www.marlborough.govt.nz](http://www.marlborough.govt.nz)

Fees for the Exemption applications must be paid on application. Exemption application fees are set in accordance with the standard Marlborough District Council fees. Fees and charges are listed in full on the Council website. Website: [www.marlborough.govt.nz](http://www.marlborough.govt.nz)

## Plans

As per any other applications, good plans are required and are essential. Plans, specifications and other exemption evidence must accurately describe and show the proposed building work. They must show sufficient information so that the Council can determine exactly how the building is to be constructed and what materials are to be used. Plans should clearly show how compliance with the NZ Building Code is achieved or how the finished structure is unlikely to endanger people or property. Details on how the proposed works show compliance with the Council Resource Management Plans must also be provided.

All components of the building should be covered. The application will be delayed if missing items have to be requested.

The preparation of plans is a skilled job and unless you know the NZ Building Code and how to draw plans then we recommend that you seek the services of a trained professional.

## Application Format

Applications should include all of the relevant documentation as prescribes the "Guidance Document for Application for Exemption" BIB0010.

Any email applications should be PDF for preference. Documents produced in Word or Excel can be lodged in those formats.

Where colour coding is used for highlighting details or other items (such as truss layouts) please provide those in colour.

When saving documents for lodgement we would prefer that they be saved as single PDF documents for each group. For example, save all plans as a single document. Bookmarking pages is very helpful.

Single paper copies may still be lodged but these will be scanned at the Council before being accepted and processed.

Please do not mix and match applications. Applications should be either e-mail or fully on paper. We will not accept a mixture.

If you know the property number the project is on, then please include the number in your application.

Provide a copy of the Record of Title with the application.

## Owner Details

<b>Full Name:</b>			
<b>Mailing Address:</b>		<b>Postcode:</b>	
<b>Email Address:</b>			
<b>Telephone (day):</b>			

## Agent Details

Full Name:			
Mailing Address:		Postcode:	
Email Address:			
Telephone (day):			

## Property Location

Physical Address:	
Legal Description:	

## Building Work and Intended Use of Building

Describe proposed building work and intended use:	
Does the proposed work fall under any other Schedule 1 exemption: <b>yes/no</b> , if yes, this application is not required.	
Identify the current uses of the building:	Residential / Commercial / Industrial / Rural / Education (select one)
Intended life of the building if less than 50 years:	
Estimated value of work:	\$

## Exemption Details

Grounds for exemption: (tick one)	
(a) Building work is likely to comply with the Building Code (go to X) <input type="checkbox"/>	
(b) Building work will not endanger people or property (go to Y) <input type="checkbox"/>	
<b>(X) Building work is likely to comply with the Building Code</b> (answer questions below if you are applying for an exemption on the grounds that the building work is likely to comply with the Building Code)	
Who will be doing the design and building work?	
Designer:	
Engineer:	
Builder:	LBP Registration No: <input type="text"/>

<b>Plumber:</b>		<b>LBP Registration No:</b>	
<b>Drainlayer:</b>		<b>LBP Registration No:</b>	
<b>What experience do they have in work of this nature?</b>			
<b>Designer:</b>			
<b>Engineer:</b>			
<b>Builder:</b>			
<b>Plumber:</b>			
<b>Drainlayer:</b>			
<b>Independent quality assurance systems or checks:</b>			
Provide details of any independent quality assurance systems or checks that will be applied in the course of the work:			
<b>(Y) Building work is unlikely to endanger people or property</b> <i>(answer questions below if you are applying for an exemption on the grounds that the building work will not comply with the Building Code but is unlikely to endanger people or property)</i>			
<b>Describe the locality in which the property is situated:</b> <i>(e.g. high density urban area / remote rural location)</i>			
<b>Location of building work on property:</b> <i>(provide map of location of building work in relation to boundaries and buildings)</i>			
<b>Distance of building work from property boundary:</b>			
<b>Distance of building work from nearest buildings:</b>			
<b>Number of occupants of the building:</b>			
<b>Does the building work break any other enactments?</b> <i>(If yes to any below, no exemption available and building consent required)</i>			
Plumbers, Gasfitters, and Drainlayers Act 2006	Yes / No		
Gas (Safety and Measurement) Regulations 2010	Yes / No		
Electricity Act 1992	Yes / No		
Electricity (Safety) Regulations 2010	Yes / No		
Resource Management Act 1991 - undertake an RI	Yes / No		
Fire Service Act 1975	Yes / No		

Health and Safety in Employment Act 1992	Yes / No
<b>Is building required to be licensed under the Hazardous Substances and New Organisms Act 1996?</b>	Yes / No

### Information for Applicants

An exemption can only be granted if Council is satisfied that the building work—

- (a) Is unlikely to be carried out otherwise than in accordance with the Building Code; or
- (b) If carried out otherwise than in accordance with the Building Code, it is unlikely to endanger people or any building whether on the same land or on another property.

Council will not undertake any inspections nor issue a Code Compliance Certificate for the building work exempted.

Council will not accept any liability associated with exempt building work.

<b>Fee Payer for this application is</b>	
<b>Name:</b>	
<b>Address:</b>	
<b>Signature:</b>	<b>As property Owner/Agent delete not applicable</b>

The information on this form is required to be provided under the Building Act 2004. A failure to disclose this information means the Marlborough District Council will not be able to process your application. Council holds and stores the information, including the form and all associated reports and attachments, on the Council property file and internally by the Council. If you would like to request access to, or correct any details, please contact us.

The details of your application and any related communications will be made available to the public on the Council property files. If there is any communication or information that you would like to remain confidential, please note this in your communications with Council officers, or contact the Council's Privacy Officer at [privacy@marlborough.govt.nz](mailto:privacy@marlborough.govt.nz). Please note that your (the applicant) main details (name and address) can not be confidential.

For further information on your privacy rights, please see the Councils Privacy Statement.

## Declaration

I am

the owner of the building

the representative of the owner of the building and have their written approval to act on their behalf

\_\_\_\_\_ [other – please specify]

and confirm that all information in this application is true and correct and that I have read, understood and agree to the above terms and conditions.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Name

\_\_\_\_\_  
Date