

BUILDING CONSENT/PROJECT INFORMATION MEMORANDUM (PIM) – DAM CONSTRUCTION



(Section 33 or Section 45, Building Act 2004)

Send or deliver your application to:

Waikato Regional Council, 160 Ward Street, Private Bag 3038, Waikato Mail Centre, Hamilton 3240.

1 THE BUILDING (DAM)

Street address of the property where the building is located:

Legal description of land where building is located:

Lots: _____ DP/s _____

Building (dam) name: _____

Location of building (dam) within site/block number (include nearest street access):

Number of levels (above and below ground): _____ Area: _____ Level/Unit number: _____

Current, lawfully established, use: _____ ancillary _____ Year first constructed: _____
(See note 3a)

2 THE OWNER/AGENT (CONTACT DETAILS MUST BE IN NEW ZEALAND)

Owner

Name/company: _____

Contact person: _____

Mailing address: _____

Street address/registered office
(if different from mailing address):

Phone numbers

Landline: _____

Mobile: _____

Daytime: _____

After hours: _____

Email: _____

Website: _____

Agent (if applicable)

Name/company: _____

Contact person: _____

Mailing address: _____

Street address/registered office
(if different from mailing address):

Phone numbers

Landline: _____

Mobile: _____

Daytime: _____

After hours: _____

Email: _____

Website: _____

Relationship to owner: _____
(state details of the authorisation from the owner to make the application on the owner's behalf)



First point of contact for communication with the council/BCA: Owner Agent Other
(provide details below)

The following evidence of ownership is attached to this application (tick relevant box):

Record of Title Sale and Purchase Agreement Lease Other

Contacts

Engineer (identify practice college)

Business/name: _____

Address: _____

Mobile: _____

Daytime: _____

Registration/qualification: _____

Other

Contact/name: _____

Address: _____

Mobile: _____

Daytime: _____

Registration/qualification: _____

3 APPLICATION

I request that you issue a (tick applicable):

PIM only Building Consent PIM/Building Consent

For the proposed building (dam) (and/or appurtenant structures) described in this application

Signature of owner/agent (delete one): _____ Date: _____

(on behalf of and with the authority of the owner) Print name: _____

4 THE PROJECT

Description of the building work: _____

Will the building work result in a change of use of the building? Yes No see guidance notes 3a

If 'yes' provide details of the new use: _____

Intended life of the building if less than 50 years: _____ years Stage number _____ of (total number of stages): _____

List building consents previously issued for this project (if any): _____

Estimated value of the building work on which the building levy will be calculated (including goods and services tax):

(state estimated value as defined in section 7 of the Building Act 2004) \$ _____

5 RESTRICTED BUILDING WORK

Will the building work include any restricted building work? Yes No

If **Yes** please fill in the below form:

Name: _____ Licensing class: _____

Licensed building practitioner number: _____

(or registration number if treated as being licensed under section 291 of Act)

Note – as this restricted building work does not apply to dams, please ignore this section.

6 PROJECT INFORMATION MEMORANDUM (DELETE THIS SECTION IF BUILDING CONSENT ONLY)

The following matters are involved in the project:

- Subdivision
 - Alterations to land contours
 - Building work over or adjacent to any road or public place
 - Building work over any existing drains or sewers or in close proximity to wells or water mains
 - Other matters known to the applicant that may require authorisation from the territorial authority (specify):
- Disposal of stormwater
 - New or altered connections to public utilities
 - New or altered locations and/or external dimensions of dam
 - New or altered access for vehicles

7 COMPLIANCE SCHEDULE (DELETE IF NOT APPLICABLE)

The specified systems for the building are as follows (see guidance notes 10):

The following specified systems are being altered, added to, or removed in the course of the building work:

- There are no specified systems in the building

8 ATTACHMENTS

The following documents are attached to this application (tick boxes applicable):

- Plans and specifications (list)
- Details of construction stages, if staged construction proposed
- Project information memorandum
- Development contribution notice
- Construction Inspection Schedule
- Certificate attached to project information memorandum

NOTE – all plans and specifications must meet the minimum requirements set out in the regulations, or required by the building consent authority.

9 SITE VISIT

Is there anything which restricts access to the property (such as locked gates, dogs): Yes No

Specify: _____

Do you require an appointment to be made prior to a site visit: Yes No

10 BUILDING CONSENT (DELETE THIS SECTION IF PIM APPLICATION ONLY)

The building work (associated with the dam) will comply with the building code as follows:
(see also 'Guidance notes' on NZSOLD as alternative solution)

Building code clause		Means of compliance		
		Note that a project may include both acceptable and alternative solutions		
		Acceptable solution	Alternative solution Details verifying compliance are required e.g. NZSOLD	Waiver/ modification required? Provide separate details for justification of acceptance if yes
B1	Structure			
B2	Durability			
C1	Objectives of clauses C2 to C6 (protection from fires)			
C2	Prevention of fire occurring			
C3	Fire effecting areas beyond fire source			
C4	Movement to place of safety			
C5	Access and safety for fire fighting operations			
C6	Structural stability			
D1	Access routes			
D2	Mechanical installations for access			
E1	Surface water			
E2	External moisture			
E3	Internal moisture			
F1	Hazardous agents on site			
F2	Hazardous building materials			
F3	Hazardous substances and processes			
F4	Safety from falling			
F5	Construction and demolition hazards			
F6	Lighting for emergency			
F7	Warning systems			
F8	Signs			
G1	Personal hygiene			
G2	Laundering			
G3	Food prep. and prevention of contamination			
G4	Ventilation			
G5	Interior environment			
G6	Airborne and impact sound			
G7	Natural light			
G8	Artificial light			
G9	Electricity			
G10	Piped services			
G11	Gas as an energy source			
G12	Water supplies			
G13	Foul water			
G14	Industrial liquid waste			
G15	Solid waste			
H1	Energy efficiency provisions			

APPLICANT'S CHECKLIST

Unless you have already done so, we strongly advise that you talk to the Building Act Officer before you lodge your consent. Please contact the Building Act Officer on 0800 800 401, or visit them at the Waikato Regional Council's offices.

To assist you in filling this out, please read the attached guidance notes. These help explain what each item means.

Two complete sets of documentation will be required.

Items to be provided: Tick

- | | | |
|----|--------------------------------------|--------------------------|
| 1 | Record of Title | <input type="checkbox"/> |
| 2 | Project Information Memorandum (PIM) | <input type="checkbox"/> |
| 3 | Dam details | <input type="checkbox"/> |
| 4 | Contact details | <input type="checkbox"/> |
| 5 | Site plans | <input type="checkbox"/> |
| 6 | Engineering details | <input type="checkbox"/> |
| 7 | Foundations | <input type="checkbox"/> |
| 7 | Sectional drawings | <input type="checkbox"/> |
| 9 | Other detailed drawings | <input type="checkbox"/> |
| 10 | Specified systems | <input type="checkbox"/> |
| 11 | Specifications | <input type="checkbox"/> |
| 12 | Construction inspection schedule | <input type="checkbox"/> |
| 13 | Fees and charges | <input type="checkbox"/> |

PRIVACY STATEMENT

The Building Act (2004) requires this information to process the application and assist in managing the region's natural and physical resources. Information in this application is regarded as **official information**.

Waikato Regional Council will hold this information, including all associated reports and attachments, and it is subject to the Local Government Official Information and Meetings Act 1987 and the Privacy Act 2020. The details may also be made available to the public.

Under the Privacy Act 2020 you have the right of access to, and correction of, personal information held by the Waikato Regional Council.

GUIDANCE NOTES

Under Section 40 of the Building Act, a person must not carry out any building works except in accordance with a building consent and a person commits an offence if the person fails to comply with Section 40. Under Section 7 of the Building Act, building work includes sitework. Sitework means work on a building site, including earthworks, preparatory to, or associated with, the construction, alteration, demolition, or removal of a building.

Planning guidance

It is important to talk to your regional council at your earliest convenience. Your project will need to comply with your Regional Plan and the Resource Management Act 1991. If you need a resource consent, Project Information Memorandum (PIM's) or need to get neighbours consent, for example, you should organise these before you lodge your building consent. Please phone 0800 800 401 to arrange an appointment.

Plans

Please supply two sets of plans. These must be of a clear and professional standard. You should contact a design professional to assist you with this.

- Acceptable scales: 1:50, 1:100, 1:200, 1:500

(Two sets are required, as one set will be returned to the applicant when the consent is issued. One set will be retained by the Waikato Regional Council.)

1 Record of Title

This is an important document that identifies which piece of land the project is to be built on and must be supplied with all applications. This can be obtained from your nearest Land Information New Zealand office and be a maximum 90 days old or, alternatively, a sale/purchase agreement (if recently purchased).

Ensure that included with the Record of Title* (or alternative proof of ownership) the following information is also included: consent notices, encumbrances, building line restrictions, caveats, covenants and easements.

2 Project Information Memorandum (PIM)

The Building Act 2004 requires that all building consent applications are accompanied by a completed Project Information Memorandum (PIM). Unless within the Waikato Regional Council, you will need to provide separate PIMs, from both your local regional authority and your territorial authority.

Because the PIM may contain important information affecting the design of building work, it is recommended that you apply for PIMs prior to applying for building consent as this may reduce the risk of delays during consent processing.

3 Dam details

You will need to provide in your documentation:

- name of dam (if applicable)
- potential impact class
- earthquake hazard factor
- corrosion zone
- height of dam
- capacity or volume of reservoir
- purpose of dam
- wind zone.

3a Current lawfully established use (as per regulations)

- Housing
 - detached dwelling
 - multi unit dwelling
 - group dwelling
- Communal residential
 - community service
 - community care
- Communal non-residential
 - assembly service
 - assembly care
- commercial
- industrial
- outbuildings
 - ancillary

Note – the only 'lawfully established use' category for dams is **ancillary**.

4 Contact details

You will need to show full contact details of those involved in the decision making process of the project.

5 Site plan

Please supply the following:

- scale: 1:100, 1:200 or 1:500
- site area and contours
- extent of earthworks
- location of spillways
- aerial photographs
- parking and vehicular access
- private roads
- legal description
- north point
- existing and proposed buildings
- location and size of reservoir
- drainage details
- public roads.

6 Engineering details

If any design work requires the services of an engineer, attach copies of the calculations with the application along with the structural drawings. The calculations must be prefaced with information explaining the design philosophy and justification of assumptions, and methodologies used in analysis.

The building code is non-specific in regard to dam design. For this reason, all dam applications will be assessed using the New Zealand Society of Large Dam (NZSOLD) guidelines as an alternative solution.

If this application for consent relies on producer statements certifying compliance with the NZ Building Code, a copy must be attached with this application (note: **all** structural producer statements are required to have accompanying calculations).

Please supply the following:

- producer statement design

- producer statement design review
- design report
 - loading parameters
 - flood and freeboard considerations
 - seismic considerations
 - geotechnical considerations
 - stability or structural considerations
 - reservoir hazard considerations
 - flow control considerations
 - appurtenant structures
- calculations
- potential land use changes
- inspection schedule
- producers statements (refer item 12 below)
- quality assurance considerations.

7 Foundations

Please supply the following:

- foundation plan including abutments.

8 Sectional drawings

Please supply the following:

- dam layout
- typical upstream
- spillway and stilling basin
- drainage details (dam or foundations)
- long section – dam axis
- typical downstream
- conduits through dam.

9 Other detailed drawings

Please provide the following specific details where appropriate:

- pump station
- conduits or penstocks
- sluice gates
- tunnels
- concrete reinforcement details
- power house
- spillway gates
- intake tower
- electrical services plan.

10 Building (Specified Systems, Change the Use, and Earthquake-prone Buildings) Regulations 2005

- Compliance schedule items (e.g. fire systems, emergency lighting, lifts, mechanical systems, etc).

Where existing compliance schedule, provide a copy of the existing compliance schedule and details of proposed change, together with a confirmation that there is a current building warrant of fitness.

Where a specified system is to be installed or altered, provide details of the system and the proposed inspection maintenance and reporting regime for inclusion in the compliance schedule.

11 Specification

A specification must be provided to:

- cover any building elements not included in the building plans
- summarise all trades, service and compliance with acceptable standards
- the specification must be specific to the project.

12 Construction Inspection Schedule

This schedule required is an indication by your consulting engineers as to how they propose to monitor and document the inspections process during the construction of your dam. This will be considered by the Waikato Regional Council's consultants and, where consent is granted, will form part of the Construction Inspection Schedule (with modifications where necessary) which will be included with the approved documentation.

13 Fees and charges

Due to the complexity and specialist design features associated with each dam project, the costs associated with processing individual building consents will be different for each individual application.

Following are some of the items that may be included in our costs:

- deposit (this will be required as part of your application)
- administrative costs
- development contributions
- regulatory fees and charges: for example BRANZ, and Ministry of Business, Innovation & Employment (MBIE) levies (these are typically due for payment prior to issuing of building consent)
- processing costs associated with engaging specialist consultants on a cost recovery basis.

All applications will require a deposit at the time the application is lodged with the Waikato Regional Council (see waikatoregion.govt.nz).

14 Documents not relevant

Documentation provided for building consents are often copied from resource consent applications. Waikato Regional Council can only approve documentation directly related to the building consent. Unless documentation is directly related to the building consent, they should not be included or should be clearly labelled 'for information only'.

Some examples of non-related documentation include: sediment control plans, affected neighbours consent, landscaping plans, engineered access roads (not affecting the dam).