

Application for Amendment to Building Consent

Send or deliver your application to: Kapiti Coast District Council, Building Control Department, Private Bag 601, Paraparaumu, 175 Rimu Rd, Paraparaumu.
 For enquiries, phone (04) 904 5617

Note: this application must be accompanied by two of the relevant drawings from the issued building consent set and two copies of the documents with the proposed amendments clearly highlighted on both copies.

Council Use Only:

Building Officer

Amended plan # (if required)

Existing consent number

The Building

[Project Location]

Street address of building

The Project

Description of amended work [refer to notes overleaf]

Value of amendment (GST inclusive)

Does the amendment alter the Project value Yes \$ (new value)
 No

Are there any amendments to systems for which a compliance schedule has been issued? Yes No

The Owner

Owner & Agent details [note: owner details required in all cases]

Owner [if also agent, tick box]

Business: _____
 Address: _____
 Suburb: _____
 Phone (day): _____
 Cell phone: _____
 Fax: _____
 Correspondence to owner or agent

Agent

Business name: _____
 Contact person: _____
 Address: _____
 Suburb: _____
 Phone (day): _____
 Cell phone: _____
 Fax: _____

Signatures

Signed by the owner

OR

Signed by the agent [on behalf of, or with authority from, the owner]

Notes to applicant

This application is to gain consent for minor changes which could arise from on-site problems and re-arrangement of facilities including reductions in the scope of the original consent. Proposals will not meet this criteria if they fall outside the space of the original consent or need more than minor changes to the existing conditions.

An amended plan may cover:

A beam that needs to be included due to on-site problems.

Wall construction changes.

Removal or reduction of sanitary fixtures.

Installation of an additional window.

A room that needs to be widened slightly.

Amended plans are accepted at the discretion of Council. A full consent will be required if it becomes apparent that the submitted plans do not meet the above criteria.

Office Use Only

	Comment	Approving Officer	Date
Building			
Plumbing & Drainage			
Other			