

## CHECKSHEET (Effective from 14 April 2005)

### Certificate for Public Use

#### Address

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#### COMPLETE FOR CERTIFICATE FOR PUBLIC USE APPLICATIONS ONLY

Note: An application may be made for a certificate for public use where;

- \* It is intended to occupy all or part of a building open to, or used by members of the public and
- \* A building consent for building work has been granted since 31 March 2005
- \* No code compliance certificate has been issued and
- \* The area intended to be occupied is affected by the building work.

Customer use	<input type="checkbox"/>	<b>a Completed Application</b> Completed application for Certificate for Public Use (form 437) and accompanying evidence of applicant's status.	For office use only	<input type="checkbox"/>
	<input type="checkbox"/>	<b>b Plans</b> Plans that clearly delineate the parts of the premises to which this application applies		<input type="checkbox"/>
	<input type="checkbox"/>	<b>c Impact Analysis</b> Analysis of the impacts of building work on areas intended to be occupied and proposals to mitigate those impacts. The analysis should consider, where relevant, impact on;  Access to occupied area, including access for people with disabilities, guarding of changes in level, and removal of conflict with construction traffic and material storage.  Means of escape from fire including egress path width restriction, route changes and possible need for interim evacuation plans.  Operation of specified systems including active fire alerting and suppression and any proposed compensatory temporary arrangements.  Structural integrity and any temporary propping.  Passive fire rating integrity and any proposed compensatory temporary arrangements.  Building Environment including sealing off occupied areas from construction noise and dust, and maintenance of adequate ventilation.   Sanitary facilities adequate for proposed occupant numbers and also for people with disabilities.  Construction Area security		<input type="checkbox"/>
	<input type="checkbox"/>	<b>d Amended Compliance Schedule</b> Required where there are temporary modifications to specified systems an amended compliance schedule is required to ensure that appropriate maintenance and testing is continued during the construction period.		<input type="checkbox"/>

The following Councils developed this checksheet in partnership: Kapiti Coast District, Porirua City, Wellington City, Hutt City, Upper Hutt City.

