



# WAIROA DISTRICT COUNCIL

## REGULATORY DEPARTMENT

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### APPLICATION FOR EXEMPTION OF BUILDING WORK In accordance with schedule 1, building act 2004

Val no: \_\_\_\_\_ (office use only)

#### Section One | Building (Project Location)

Street address/Rapid number of building: (for structures that do not have a street address, state the nearest street intersection and the distance and direction from that intersection)

Lot: \_\_\_\_\_ DP: \_\_\_\_\_

Sec No: \_\_\_\_\_ Blk No: \_\_\_\_\_

Val No: \_\_\_\_\_ MI No: \_\_\_\_\_

BLK Name & No: \_\_\_\_\_

Number of levels: (include ground level and any levels below ground) \_\_\_\_\_

Year first constructed: (approx. date is acceptable e.g. 1920s or 1960-1970) \_\_\_\_\_

Current, lawfully established, use: (include number of occupants per level and per use if more than one level) \_\_\_\_\_

#### Section Two | Owner

Name of owner: (include title, eg Mr, Ms if an individual/Contact person's name if a company, trust or similar.) \_\_\_\_\_

Mailing address: \_\_\_\_\_

Street address/  
registered office: \_\_\_\_\_

Daytime phone number: \_\_\_\_\_ Mobile: \_\_\_\_\_

Facsimile number: \_\_\_\_\_ Email address: \_\_\_\_\_

#### Section Three | Agent (only required if application is being made on behalf of the owner)

Name of agent: (include title, eg Mr, Ms if an individual/Contact person's name if a company, trust or similar.) \_\_\_\_\_

Mailing address: \_\_\_\_\_

Street address/  
registered office: \_\_\_\_\_

Daytime phone number: \_\_\_\_\_ Mobile: \_\_\_\_\_

Facsimile number: \_\_\_\_\_ Email address: \_\_\_\_\_

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

#### Section Four | Description of Building Work to be Exempted

Please provide a detailed description of the work you consider is exempt from a building consent and identify which clause under schedule 1 of the Building Act you consider is relevant to the proposed exemption.

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#### Section Five | Application

I request that the above described work is exempt from requiring a building consent and that you place this information provided on the property file.

Signature: *(of owner/agent on behalf and with the authority of the owner)*

Date: \_\_\_\_\_

#### Section Six | Information on Exempt Work

The Building Act 2004 (section 41) exempts certain building work from the requirement to obtain a building consent. This includes the exemptions listed in Schedule 1 of the Building Act 2004. For current information on all exempt building work guidance see <https://www.building.govt.nz/projects-and-consents/planning-a-successful-build/scope-and-design/check-if-you-need-consents/building-work-that-doesnt-need-a-building-consent/technical-requirements-for-exempt-building-work>

All building work, regardless of whether a building consent is required, must comply with the New Zealand Building Code and other relevant legislation, including Regulations, Bylaws, District Plan etc.

Building owners are ultimately responsible for determining whether proposed building work is exempt from requiring a building consent and ensuring exempt building work complies with the Building Code.

Where the owner is unable to determine conclusively for themselves that the building work they wish to undertake is exempt, should seek advice from an appropriate person or organisation e.g. registered architect, chartered professional engineer, licensed building practitioner, certifying plumber or drainlayer, building consent authority etc.

No building work is to be considered exempt from the requirements of a building consent unless so stated in writing by the Wairoa District Council. There is an exempt building consent application fee to cover the administration costs of this service and this is to be paid prior to acceptance. Fee as per current Schedule.

Detailed information which could include plans and product information should be attached to this application. Council will notify you in writing of its decision in respect of this application within 20 working days.

For any information placed on the property file as a result of this application the following applies:

- Council does not examine the information provided to ensure it discloses any omissions or deficiencies.
- Council does not check the validity of the information contained in this report and takes no liability for its content.

Undertaking building work that is not exempt, without first obtaining a building consent, is an offence under section 40 of the Building Act.

#### For Council Office Use Only

	Officers name	Date
<input type="checkbox"/> Received by		
<input type="checkbox"/> Fee received		
<input type="checkbox"/> Assessed by		
<input type="checkbox"/> Advised Applicant		
<input type="checkbox"/> Info placed on Property File		