



WAIROA DISTRICT COUNCIL

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INFORMATION SHEET 8

GUIDE TO REMOVING & RELOCATING BUILDINGS

CONSENTS REQUIRED

When you relocate a house you will have to apply for:

- Building Consent to establish it on the new site
- A Project Information Memorandum (PIM)
- Resource consent may be required to address whether or not your activity would have any impact on your neighbours or the neighbourhood as a whole. For further information contact the District Planner.

BUILDING CONSENTS

At the new site you will need building consent for:

- Constructing foundations and services
- Connecting the building to the foundations and services
- Re-connecting any parts of the building which were separated for transportation and fixing any damage done during transportation
- Doing any renovation work on the house.

BUILDING CONSENT FOR PLACEMENT ON THE NEW SITE IN WAIROA DISTRICT

You will need to get a building consent and a PIM when the house is relocated onto its new site.

Every building consent application is to be made on the prescribed form; these are available on our website or from Council's office.

🌐 www.wairoadc.govt.nz

📍 Coronation Square, Queen St, Wairoa.

You will have to provide a copy of the following:

- Where the house is "second hand" a building report/assessment from a suitability qualified person. The report is to be complete with photographs. Conditions may be attached to the building consent as a result of this inspectors report.
- Where the house is new, a code compliance certificate from the Council of origin.
- A full site plan showing the position of all buildings including the relocated dwelling and showing all distances to boundaries.
- Penetrometer test results verifying the soil bearing capacity of the soil. Foundations are to be designed to suit soil conditions.
- Foundation plan showing pile layout and pile types with a cross section detailing anchor piles and fixings.
- Sub-floor bracing calculations
- Floor plan
- Elevation plans showing heights from original and proposed ground lines
- Any proposed internal and external building alterations
- Drawings and specifications for any new work to be done such as alterations, additions, decks etc
- Engineering reports where applicable
- If the building is to be moved in sections, details of how it will be rejoined at the new site
- Proposed drainage plan
- Stormwater disposal details
- Method of potable water supply
- Sewage system where public sewage is not available including position of effluent lines. If the building is to be relocated onto property less than 2500m², application must be made to Hawke's Bay Regional Council for resource consent for the sewage disposal system to be used.

- A plan for vehicle access and parking
- Bracing information if the building is coming from a lower wind zone or earthquake zone.

Note: Obstruction of the footpath or carriageway may require a traffic management plan and transportation of overweight equipment or plant may require an overweight permit. Refer to WDC Engineering Department.

CHANGE OF USE

If you intend changing the use of a relocated building – for example moving and converting an old church into a home may require special work to bring it into line with the Building Code which includes requirements like toilet and bathroom facilities etc. Any change of use must be notified to the Wairoa District Council using the appropriate form which can be found on the Wairoa District Council website.

🌐 <https://www.wairoadc.govt.nz/our-council/publications/forms/>

PROCESSING YOUR APPLICATION

This will begin only when all of the above information is received and will take up to 20 working days to process from that time. If additional information is required the processing time will be suspended, until the information is received then the processing will continue. For further information refer to “Information Sheet – Guide to obtaining a building consent”