



Purpose

The purpose of this document is record planning check results when processing a building consent. Refer to BLD-4.2-PROC.

Procedure

The following procedure outlines planning conditions imposed on building consents.

Site address	
Consent number	

Comments conditions:

Please label plans as indicated below

Activity	When complete please tick
Finco/Dev con payable	<input type="checkbox"/>
Finco/Dev con calculated	<input type="checkbox"/>
Calculation forwarded to Finco/Dev con contributions officer	<input type="checkbox"/>
Add section 37 /section 35 Finco/Dec con event and activate warning link in WorkSmart	<input type="checkbox"/>
Add section 37/section 35 event for Land use & activate warning link in WorkSmart (Resource consent required and/or in process- link to resource consent if applicable)	<input type="checkbox"/>
Workbench task Closed	<input type="checkbox"/>

Check completed

Name

Signature

Date

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Issued by			
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