



# Farm Building

Form Ck 1

Version  
2006/07

## Processing Check Sheet

Building Consent No:

Property Address:

File Reference:

### Definitions:

<input checked="" type="checkbox"/>	Denotes box applicable hardcopy version
<input checked="" type="checkbox"/>	Denotes box applicable electronic version
Comp	Complies with acceptable solutions B Code
N/A	Construction sequence not part of project
Not Appl	Construction element not part of sequence
Fur Info	Further information needed for processing
Add Info	Additional details required on Fur Info

### Further Information Required for Issuing

Protect Form to enter appl

Further Information Required: (Not electronic till Pathways 06-07)

	Date Provided	Comp Code	Add Info	Date Additional Info Provided
1.		<input type="checkbox"/>	<input type="checkbox"/>	
2.		<input type="checkbox"/>	<input type="checkbox"/>	
3.		<input type="checkbox"/>	<input type="checkbox"/>	
4.		<input type="checkbox"/>	<input type="checkbox"/>	
5.		<input type="checkbox"/>	<input type="checkbox"/>	

N/A to project

### Resource Management Check Sheet

Protect Form to enter appl

Considerations	Refer Doc	Comp	Not Appl	Fur Info	Further Information
Zone	GIS	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Bulk & location	PRA.3 & 9 / URB.5 / SI.4	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Hazards	GIS	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Heritage / Iwi	GIS	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Utilities	GIS	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Site history	Property file, RM file	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

RM Officer:

Date:

### BC Officer Processing

Protect Form to enter appl

appl

Print **2 copies** PIM information including: (one for applicant and one for Council's records)

1. GIS land and owner information **(B&W)**
2. GIS snow and EQ zone information **(B&W)**
3. GIS aerial photograph or where not available property outline **(Colour)**
4. Where available Council's services information to site combined in aerial photo **(Colour)**
5. Printout of any hazard information (flooding, filled site, high voltage lines, etc)
6. Any information relevant to project held on Council's file (on-site drainage plans)

### Preliminary Considerations

Protect Form to enter appl

<b>Snow Zone</b>	0.5 kPa	<input type="checkbox"/>	1.0 kPa	<input type="checkbox"/>	SED	<input type="checkbox"/>
<b>Corrosion Zone</b>	Outer Zone	<input type="checkbox"/>	< 500m Surf	<input type="checkbox"/>	< 100m Estuary	<input type="checkbox"/>

<b>Wind Area</b>	L	<input type="checkbox"/>	M	<input type="checkbox"/>	H	<input type="checkbox"/>	VH	<input type="checkbox"/>	SED	<input type="checkbox"/>
Considerations	Refer Doc	Comp Code	Not Appl	Fur Info	Further Information					
Flooding floor levels	NZBA 72	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>						
Filled ground	NZBA 72	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>						
Slippage	NZBA 72	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>						
Wind erosion	NZBA 72	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>						
Services/easements	GIS	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>						
License practitioners	N/A 2009	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>						
Relocation report	300/40/1/7	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>						
Building Act considerations for:										
1. Alteration	NZBA 112	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>						
2. Change of use (earthquake policy)	NZBA 115	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>						
3. Building subdiv	NZBA 116	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>						
4. Extend spec life	NZBA 116	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>						
<b>Construction Sequence</b>										
<b>Timber Pole Footings</b>	N/A to project	<input type="checkbox"/>			<input checked="" type="checkbox"/> Protect Form to enter appl					
Building Element	Refer Doc	Comp Code	Not Appl	Fur Info	Further Information					<a href="#">Help Link</a>
Footing area/depth	Policy	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>						
Pole cross-section	Policy	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>						
Pole height	Policy	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>						
Species/treatment	3602 27 >	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>						
Alternative Solution & Basis of Approval										
<b>Concrete Floor</b>	N/A to project	<input type="checkbox"/>			<input checked="" type="checkbox"/> Protect Form to enter appl					
Building Element	Refer Doc	Comp Code	Not Appl	Fur Info	Further Information					<a href="#">Help Link</a>
Clearing of top soil	3604 3-7	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>						
Floor height	3604 7-21	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>						
Footing width/depth	3604 6-30	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>						
Footing reinforcing	3604 6-30	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>						
Slab thickening	3604 7-32	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>						
Slab fill depth	3604 7-24	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>						
Vapour barrier (habitable only)	3604 7-25	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>						
Slab reinforcing	3604 7-30	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>						
Reinforcing cover	3604 4-10	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>						
Concrete grade	3604 4-10	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>						
Alternative Solution & Basis of Approval										
<b>Timber Floor</b>	N/A to project	<input type="checkbox"/>			<input checked="" type="checkbox"/> Protect Form to enter appl					
Building Element	Refer Doc	Comp Code	Not Appl	Fur Info	Further Information					<a href="#">Help Link</a>
Footing width/depth	3604 6-30	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>						
Found reinforcing	3604 6-30	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>						
Concrete grade	3604 4-10	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>						
Pile height/diameter	3604 6-5	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>						
Bracing lines	3604 5-16	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>						

Piles connected to perimeter found <b>or</b>	3604 6-34	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Anchor piles used <b>or</b>	3604 6-23	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Braced piles used	3604 6-16	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Sub-floor ventilation	3604 6-41	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Bearers	11.2 17	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Floor joists	11.2 17	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Solid blocking	3604 7-6	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Species/treatment	3602 27 >	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Flooring	3604 7-15	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Fixings	3604 7-34	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Sizilation	4218	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Wet area membrane & flooring treatment	E3 16 3602 29	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Alternative Solution & Basis of Approval					
<b>Timber Pole Framing</b>	N/A to project	<input type="checkbox"/>			<input checked="" type="checkbox"/> Protect Form to enter appl
Building Element	Refer Doc	Comp Code	Not Appl	Fur Info	Further Information <a href="#">Help Link</a>
Species/treatment	3602 27 >	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Timber grading	3631	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Main roof beams		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Purlins size/spacing		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Girts size/spacing		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Beam/pole fixings		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Purlin/beam fixings		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Bracing to walls (1 in 3 bays)		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Bracing to roof (1 in 3 bays)		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Alternative Solution & Basis of Approval					
<b>Truss Roof</b>	N/A to project	<input type="checkbox"/>			<input checked="" type="checkbox"/> Protect Form to enter appl
Building Element	Refer Doc	Comp Code	Not Appl	Fur Info	Further Information <a href="#">Help Link</a>
Species/treatment	3602 27 >	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Roof loadings	L <input type="checkbox"/> H <input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Wind area design	Fabricator	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Snow zone design	Fabricator	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
P Statement signed	Fabricator	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Fixings specified	Fabricator	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Alternative Solution & Basis of Approval					
<b>Structural Steel</b>	N/A to project	<input type="checkbox"/>			<input checked="" type="checkbox"/> Protect Form to enter appl
Building Element	Refer Doc	Re-view	Not Appl	Fur Info	Further Information <a href="#">Help Link</a>
PS1 Specific Design	Ref MWH	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
On return general review of following:					
Footing sizes	Specific D	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Anchors/durability	Specific D	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Portal sizing	Specific D	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Purlin sizing	Specific D	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Girt sizing	Specific D	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Connections	Specific D	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Bracing	Specific D	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<b>Roof Cladding</b>	N/A to project	<input type="checkbox"/>			<input checked="" type="checkbox"/> Protect Form to enter appl
Building Element	Refer Doc	Comp Code	Not Appl	Fur Info	Further Information <a href="#">Help Link</a>
Roof cladding	L <input type="checkbox"/> H <input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Corrosion zone	3604 4-7	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Roof pitch	E2 55-89	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Flashing laps/profile	E2 55-89	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Underlay (optional)	3604 11-3	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Support	E2 55	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Alternative Solution & Basis of Approval					
<b>Plumbing/Drain</b>	N/A to project	<input type="checkbox"/>			<input checked="" type="checkbox"/> Protect Form to enter appl
Building Element	Refer Doc	Comp Code	Not Appl	Fur Info	Further Information <a href="#">Help Link</a>
Water supply	G12	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Sanitary drainage	G13	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Foulwater drainage	G13	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Stormwater drainage	E1	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
On-site disposal "Site-Soil Assess"	Policy	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
On-site < 2.25 ha specific design	Policy	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Alternative Solution & Basis of Approval					
<b>Access/Barriers</b>	N/A to project	<input type="checkbox"/>			<input checked="" type="checkbox"/> Protect Form to enter appl
Building Element	Refer Doc	Comp Code	Not Appl	Fur Info	Further Information <a href="#">Help Link</a>
Stair rise/going	D1 27	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Handrails for other than isolated steps	D1 40	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Balustrade 1.1m where fall > 1.0m	F4 13	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Sill > 0.76m where fall height > 1.0m	F4 15	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Alternative Solution & Basis of Approval					
<b>Other Considerations</b>	N/A to project	<input type="checkbox"/>			<input checked="" type="checkbox"/> Protect Form to enter appl
Building Element	Refer Doc	Comp Code	Not Appl	Fur Info	Further Information <a href="#">Help Link</a>
Ventilation (habitable space)	G4 13	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Safety glass	F2/4223	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Alternative Solution & Basis of Approval					

<b>Fire Spread/Egress</b>	N/A to project	<input type="checkbox"/>			<input checked="" type="checkbox"/> Protect Form to enter appl
Building Element	Refer Doc	Comp Code	Not Appl	Fur Info	Further Information <a href="#">Help Link</a>
Boundary separation	C4 Pt 7	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Separation sleeping - other purpose groups on the same property	C3 Pt 4,5,6	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Dead end lengths	C2 Pt 3 93	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Open path lengths	C2 Pt 3 93	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Alternative Solution & Basis of Approval					

### BC Officer Finalise Processing

1. Determine all further information requested satisfies provisions of NZ Building Code.
2. Determine construction prompts to be entered:
  - PIM
  - Inspections required for project
  - Construction Prompts in general order of construction sequence
3. Sign-off workflows in Pathways.
4. Set-up workflows if application needs referred to other sections of Council before issuing.
5. Secure separately applicants information to be posted out with issued consent and Council's file copy. This could include:
  - Development contributions notices (Section 36)
  - Resource Management certificate (Section 37)
6. Stamp each page of the plans with the red "omission stamp" including cover page of specification.
7. Stamp top copy of plans with "consent no/processing officer/date stamp.
8. Ensure processing time, any additional processing time and any additional charges are entered in the "For Council Use Only" area on the back of application form.
9. Transfer any additional processing charges to the "Consent Fees" section on the cover page of the application.
10. Ensure required inspections specified in the endorsements are reflected in the fees to be charged in the "Consent Fees" section on the cover page of the application.
11. Ensure levies charges are correct in relation to the value of the building work.
12. The floor area is entered into the appropriate area of the cover page.
13. Sign-off application for Building and/or Plumbing and Drainage areas in "For Council Use Only" area.
14. **Print off and sign/date Processing Check Sheet and attach to Council's file copy.**
15. **Forward to Signatory for final sign-off.**

**BC Officer:**

**Date:**