

The Building Act 2004

the things you really should know

Answers to many of the commonly asked questions, such as:

- What is a Building Consent Authority?
- Who is the DBH?
- What is a Project Information Memorandum?
- What is a building consent, when do I need one and what do they cost?
- What are LBPs?

and many more

THE BUILDING CONSENT PROCESS

The Building Act

The Building Act 2004 provides for the regulation of building work, the establishment of a licensing regime for building practitioners, and the setting of performance standards, to ensure that:

- a people who use buildings can do so safely and without endangering their health;
- b buildings have attributes which contribute appropriately to the health, physical independence, and well-being of the people who use them;
- c people who use a building can escape from the building if it is on fire; and
- d buildings are designed, constructed, and able to be used in ways which promote sustainable development.

To achieve this purpose, the Act requires anyone proposing to do certain building work to obtain a building consent from a building consent authority before commencing building work, with the option of obtaining a project information memorandum.

What is the DBH?

The Department of Building & Housing (DBH) is the government department charged with administering the Building Act 2004.

What is a Building Consent Authority?

Building consent authorities are regional or territorial authorities or private organisations registered under section 273 of the Building Act 2004, and responsible for performing building control functions under Part 2 of the Act.

What is a Project Information Memorandum (PIM)?

A project information memorandum (PIM) is a memorandum issued by the territorial authority (Council) under sections 32 - 35 of the Building Act 2004 which sets out information relevant to your building work.

This is information on special land features, including potential:

- erosion
- avulsion (removal of land by water action)
- falling debris
- subsidence
- slippage
- alluvium (the deposit of silt from flooding)
- the presence of hazardous contaminants which are likely to be relevant to the design, construction or alteration of your proposed building, which are known to Council;
- details of stormwater or wastewater utility systems which relate to your proposed building work, or are adjacent to your building site.

A PIM also identifies any additional approvals required such as:

- Resource Management Act
- New Zealand Historic Places Trust (heritage buildings/sites)
- New Zealand Fire Service Commission

The memorandum also includes:

Confirmation, subject to other provisions of the Act that you may carry out the building work subject to

- the requirements of the building consent, and
- all other necessary authorisations being obtained.

Copies of other information that may have some design impact on your proposed building work like:

- Drainage plans
- Water supply plans
- Other utility plans
- Any other information that Council holds that is relevant to your project.

Important: A PIM does not give any form of approval under the District Plan or Building Act. Contact the South Wairarapa District Council's planning department, or your own planning adviser to determine that your proposal complies with the District Plan. If it does not, and resource consent is required, you are strongly advised to obtain this before seeking building consent to avoid possible expensive changes to your proposal.

Must I apply a PIM?

No, PIM's are voluntary. They may be applied for separately or in combination with your building consent.

How to apply for a PIM

- An application for a PIM must be made on the Project Information Memorandum/Building Consent application form, available from the South Wairarapa District Council in Martinborough or visit our website www.swdc.govt.nz or call into the Greytown or Featherston service centres located at the Libraries.

This form must be completed in full, and signed and dated before being submitted.

Documentation required

All applications must be accompanied by three copies of:

- a site plan;
- floor plan;
- building elevations;
- site access; and
- drainage plan.

How long does it take?

Council is required to issue the PIM in 20 working days of the application being received.

NB: Providing all fees are paid, the PIM will be posted to the applicant when it is issued. If the PIM is applied for with the building consent, the timeframe for issue of both is 20 working days.

What is a Building Consent?

A building consent is the formal approval issued by a building consent authority stating that certain works meet the requirements of the New Zealand Building Act, Building Regulations and Building Code. You cannot undertake any building work which requires a building consent without this approval. Most building work requires a building consent, but some minor work is exempt under Schedule 1 of the Act.

When is a Building Consent required?

Please view the Department of Building and Housing guidance publication “A guide to building work that does not require a building consent” at their web site: www.dbh.govt.nz or obtain a copy from the counter at the South Wairarapa District Council.

How long does it take to get a Building Consent?

Building consent processing time depends on the complexity of your project and whether or not you have provided us with sufficient information. Most building consents must be approved within 20 working days. However, if information is found to be lacking, the time clock is stopped and not restarted until all the requested information is provided.

How do I apply for a Building Consent?

You need to complete an application and provide information relevant to your building project. Information is contained within an application pack which can be obtained from:

- our website www.swdc.govt.nz , or
- collected from Council’s main office in Martinborough or from the Greytown or Featherston service centres located at the Libraries.

How do I lodge an application?

Once you have gathered all the necessary information, you can either post, or email the application or deliver it in person to our office. It is recommended that you lodge your application in person.

How is my application processed?

All applications, regardless of how they are received, are put through a formal vetting process. The vetting process is not a technical check. It is merely a check to see if all information has been provided. If all the information has been provided, your application, together with the correct fees, is accepted. Your application may be rejected at this time, if insufficient information has been provided.

Once the application has been vetted for completeness it is then receipted and entered into the system as lodged. The following working day the 20 working day time clock will commence. The application is then allocated to the various disciplines within the building consent authority for processing, i.e. planning, engineering, building, water, drainage, etc. Each discipline will review your application and assess it for compliance. If there are any questions or concerns, you will be requested to supply further information/clarification. The 20 working day time clock is suspended until this information is provided in full.

Once all disciplines involved in the process are satisfied with compliance, a final check is made to ensure all work has been assessed correctly before the building consent is granted.

Upon payment of any outstanding building consent fees, the consent will be issued.

How long is my building consent valid for?

Building consents are valid for 12 months from the date of issue. Work must have commenced within the 12 months of the building consent being issued or the building consent will lapse, requiring a new application. All building work should be completed and an application for a code compliance certificate made within two years from the date that the building consent was granted. Council then has 20 working days from the date of application, or from the two year anniversary, to decide if it will issue a CCC. If the project has been delayed, it may be possible to apply for an extension to this time.

What sort of information do I need?

Building consent applications can be complex; therefore we recommend that you engage a professional person to help with the design work and drawings. Each application must be accompanied by the information requirements identified in the application pack which includes: -

- 1 **Certificate of Title** – two current copies (no older than 3 months).
- 2 **Plans** – (three complete sets)
 - 2.1 **Site Plan** - Scale 1:200 (recommended scale). The site plan must show the proposed building work in relation to the property boundaries, existing buildings, drainage and water supply systems, spot levels and datum.
 - 2.2 **Floor Plan** - Scale 1:100. To be fully dimensional, including wall and partition sizes, designation of rooms, doors and window openings, sanitary fittings, fixed units, appliances such as wardrobes, cooking and heating units.
 - 2.3 **Cross Section** - Scale 1:50. To show full details of construction of foundations, reinforcing, floor structure, wall and roof structure, insulation and height above ground level.
 - 2.4 **Elevations** - Scale 1:100. Four elevations of the proposed building are required to show all doors, windows, roof heights and external materials and finishes.
 - 2.5 **Drainage Plan** - Scale 1:200. To show means and location of sewage and stormwater disposal systems and any existing drains on site. Water supply details must be shown. (Only a registered plumber/craftsman drain layer can carry out plumbing/drainage works.)
 - 2.6 **Details** – Scale 1:5. These are generally structural and weathertightness details to show how the critical elements of the building work is to be constructed.
- 3 **Specifications** (two complete sets) - Specifications must be relevant to the particular building and to the plans submitted. They must give a full description of the type, size and grade of materials to be used, and the method of construction, including sub trade section.
- 4 **Engineering calculations** (if applicable) – (two complete sets)
- 5 **Wall bracing layout** (if applicable) - (two complete sets)
- 6 **Roof truss** (if applicable) – (2 complete sets) Manufacturer's Truss Design and Producer Statement
- 7 **E2 risk matrix** (demonstrating weathertightness features)- (two complete sets).
- 8 **H1 analysis** (demonstrating insulation requirements) (2 complete sets)
- 9 **Fee.**

What if my application is for a heating appliance only?

You must supply the make, model and year of manufacture and a copy of the manufacturer's installation instructions. You must also supply a complete floor plan of the building indicating where the appliance is to be fitted and showing the location of the smoke detectors. Also show evidence that the fireplace complies with the emissions regulations, www.mfe.govt.nz

Where can I get a current Certificate of Title?

Contact Land Information New Zealand on 0800 ONLINE/0800 665 463 or www.linz.govt.nz
Or alternatively, on payment of \$20.00 Council can obtain a copy on your behalf.

Is there other information that I might need?

New Vehicle Access - Any building which requires a new vehicle access must be approved. Contact the Council's Works and Services department to discuss this. A detailed plan showing the location of the proposed access will need to be supplied with your application.

RAPID Number - Each new dwelling within the rural area is required to have a number at the gate similar to street numbers in town. This is essential and particularly helpful in emergencies.

What about a resource consent?

Some proposals require a land use resource consent. If you are unsure if your proposal requires a resource consent, you can discuss the details with the planning department at the South Wairarapa District Council.

How much will my Building Consent cost?

This depends on the type of application, cost of work involved and the level of detail provided. Charges are based on the length of time it takes to process an application and include costs such as:

- levies payable to the Department of Building and Housing (payable on all applications \$20,000 or more);
- levies payable to BRANZ (payable on all applications \$20,000 or more);
- time spent processing the application;
- inspections (type and number vary depending on application);
- issue of code compliance certificate;
- issue of compliance schedule (if applicable);
- development contribution (if applicable);
- vehicle crossing; and
- water meter connection (if applicable).

A schedule of fees is available from our website www.swdc.govt.nz , or collected from Council's main office in Martinborough or from the Greytown or Featherston service centres located at the Libraries.

Fee will be calculated at the time the application is received and all fees are required to be paid. A cancellation fee may apply if you withdraw your application.

Who is BRANZ and why is my application levied?

BRANZ Limited provides an independent and unbiased research, testing, consultancy and information resource for the building and construction industry. Your levy helps to fund this. Further information at: www.branz.co.nz

Can I change my plans later?

If you need to change anything on your plans, you must **apply** for an amendment **before** carrying out any changes to your approved plans. At the end of the building project, the approved building consent documentation needs to be an accurate reflection of what has actually been built. Changing the details of the original consent drawings can be completed in two ways via either a major or minor amendment.

Major amendments

Major amendments are those where work is outside the scope of the original consent e.g. additional footprint or increases in floor area, construction method, and significant changes to layout. An amendment form is required to be completed and fees payable.

Minor amendments

Minor amendments are changes that do not usually affect compliance with the Building Code e.g. type of taps, position of kitchen joinery, non-structural walls or doors. There is a cost involved in making amendments to an approved building consent.

How is my application processed?

Once the application has been vetted for completeness it is then receipted and entered into the system as lodged. The application is then sent to the building department where a preliminary check is completed to ensure that the application is of sufficient quality to enable an accurate assessment to be undertaken. Once approved the 20 working day time clock will commence. The application is then allocated to the various disciplines within the building consent authority for processing, ie planning, engineering, building, water, drainage, etc.

Each discipline will review your application and assess it for compliance. If there are any questions or concerns, a letter will be sent to you requesting further information/clarification. When a request for further information is sent the 20 working day time clock is suspended until this information is provided in full.

Once all disciplines involved in the process are satisfied with compliance, a final check is made to ensure all work has been assessed correctly and any outstanding fees have been paid before the building consent is granted.

How will I be notified of the approval?

Once your consent has been granted and all fees paid, it will be issued and posted to the contact person nominated on the application form. In all other cases an invoice and a letter will be sent out advising that your building consent will be issued and may be uplifted when all fees are paid.

If your application has been declined, a letter will be sent advising you the reasons.

What are building consent conditions?

These are conditions imposed on your building consent which are deemed necessary to ensure compliance. For example, all building consents are issued subject to the condition that officers of the building consent authority are entitled at all times, during normal working hours, or while work is being done, to inspect building work which is being carried out. Other conditions may be in relation to building on a site subject to specific hazard conditions or building over two or more allotments for example.

What are building consent endorsements/advice notes/ reminders?

Building consent documents are often endorsed or have notes added by the consenting authority to remind the building owner about specific aspects of construction to achieve compliance. For example a note may be added regarding specialist inspections that may be required. These endorsements will be noted on the actual consent. It is important that you read and understand all endorsements of the building consent before commencing work. If you do not understand any endorsement imposed, please contact us to discuss.

THE INSPECTION PROCESS

What inspections do I need?

When your application is processed, the building officer will determine what inspections are necessary. Each inspection will be identified on your site check sheet attached to your building consent. Typical inspections may include but not limited to foundations, concrete masonry, concrete floor slab, pre-cladding, cladding, pre-line building and plumbing, post-lining, drainage, final.

Sometimes it is necessary for specialists to conduct inspections in addition to the inspections carried out by the building consent authority. If a specialist inspection is necessary you will be advised before the consent is issued. Generally, these inspections are necessary to confirm ground stability or specific design by a registered engineer.

Please ensure you read inspection requirements and are familiar with them before commencing work. If in doubt, please ask.

How do I book an inspection?

Building inspections are booked through the administration by phoning 306 9611 (do not contact the building inspectors directly). Inspections are undertaken Monday - Friday 9.00am to 4.30 (excluding public holidays).

You must provide the following information when booking an inspection:

- site address;
- building consent number;
- name and telephone number of contact person on site;
- date and time the inspection is required; and
- type of inspection, ie plumbing, drainage, foundation, pre-slab, preline, etc.

NB: It is your (or your builder's) responsibility to notify Council a minimum of 24 hours before you require an inspection.

How do I know if the inspection has been passed?

For an inspection to take place, the approved plans and documentation must be available on site. The inspector will ensure the building work complies with the consented documents. At the conclusion of all inspections the outcome of the inspection is recorded on the site inspection sheet.

NB: No plans and documentation on site - No inspection.

It is recommended that the owner or an agent is available on site for all inspections.

What if the inspection is not approved?

If the inspection fails, the work to be rectified will be recorded on the site inspection sheet. Another inspection will be required to inspect the remedial work. If the work is not remedied to the satisfaction of the building officer, it is possible that a Notice to Fix will be issued.

Re-inspections may incur additional charges.

Please note that building control officers may refuse to complete the inspection if the site is seen to be unsafe.

What is a Notice to Fix?

A notice to fix is a formal notice issued by the building consent authority advising that certain works have not been carried out in accordance with the building consent. If a notice to fix is issued you must address the issues identified within the prescribed timeframe to prevent further action being taken. Enforcement of notices to fix is undertaken by the territorial authority. If a notice to fix is issued, documentation identifying and explaining the process will accompany it.

Do I need a final inspection?

Yes, all building consents require a final inspection. Your work should be completed within two years of the date that the building consent was issued. If you cannot complete the work within this timeframe, it is essential that you contact us to discuss possible ramifications. When all work has been completed in accordance with the building consent an application for Code Compliance Certificate (CCC) can be made to the Building Control Authority (BCA). Once the application has been made the BCA has 20 working days to decide whether to issue a CCC. The BCA will complete an inspection and ensure all documentation has been received. If all building work complies and documentation supplied a code compliance certificate will be issued. If CCC cannot be issued the 20 working day clock is stopped.

What is a Code Compliance Certificate?

A code compliance certificate is the final certification that all works undertaken comply with the building consent. You must apply for a code compliance certificate after all work has been completed. This is an important document and should be retained for future reference.

Sales by Residential Property Developers section 364

Section 364 of the Building Act 2004 introduces important consumer protection measures covering the sale of household units by residential property developers or spec builders. It is an offence for a residential property developer to complete the sale, or allow a purchaser to take possession of, a household unit before a code compliance certificate has been issued.

Effectively, this makes it the developer's responsibility to fix any faults before sale. A person who commits an offence under section 364 is liable to a fine of up to \$200,000. This fine applies to each household unit sold without a code compliance certificate. So, if a development included five units and each unit was sold without a code compliance certificate, the developer is liable for a fine of up to \$1 million.

Note: This legislation does not apply to contracts for sale and purchase entered into before 30 November 2004.

What is the reason for this?

People buying a residential property from a developer have a right to expect it to be completed and to comply with the Building Code. The onus for making sure a building complies with the Building Code is on developers; they have the control of the building process.

What is meant by a household unit?

A household unit is a building or group of buildings intended to be used mainly for residential purposes and by one household (eg house, apartment or flat). It does not include a hostel or boarding house.

What does complete the sale mean?

Complete the sale means accepting final payment and transferring the title. The developer can accept progress payments for the job.

How is residential property developer defined?

A residential property developer includes any person who, in trade, builds or arranges to build a household unit for the purpose of selling it. This could include large developers, or builders or individuals building homes on spec. It also includes a person who, in trade, buys a household unit from a builder or developer with the intention of re-selling it.

Can you contract out of this requirement?

The developer and purchaser may contract out of this provision, but only on a form prescribed under the Building (Forms) Regulations 2004. This form (Form 1) makes the

consequences of buying a property without a code compliance certificate clear to consumers. It also advises consumers to obtain independent legal advice before signing. Copies of Form 1 are available from the Department of Building and Housing's website at www.dbh.govt.nz and from Council.

Who is the Department of Building and Housing?

The Department of Building and Housing is the government department responsible for administering the Building Act 2004.

What are Multi-proof approvals

Multiproofs are issued by the National Multiple-Use Approval Service of the DBH. A multiproof is a statement by the Department that a specific set of building plans and specifications complies with the New Zealand Building Code.

A MultiProof is not, and does not replace, a building consent. The holder of a MultiProof must obtain a building consent each time they wish to construct the design to which the MultiProof relates. The BCA will only need to assess the Building Code compliance of site-specific features that are excluded from the MultiProof, the statutory timeframe for the BCA to issue a building consent for applications that rely on a MultiProof is 10 working days (instead of the usual 20). For further information on MultiProof consents please refer to www.dbh.govt.nz

COMMERCIAL AND INDUSTRIAL PROPERTIES

Section 363 Public Premises

If your building is open to the public, whether free of charge or by payment of a charge, the building cannot be used or occupied until a code compliance certificate is issued. This is because public premises will generally have systems within the building which contribute to life safety and well-being of the building user. (These systems are called specified systems). In certain circumstances it may be possible to apply for a certificate for public use, which will allow a building to be used before the code compliance certificate is granted. Each application will be considered on a case-by-case basis.

What are public premises?

Any building which is open to the public whether free of charge or by payment of a charge, including:

- shopping malls;
- cinemas;
- marae;
- camping grounds;
- garages and workshops;
- funeral homes;
- office and retail complexes; and
- rest homes, etc.

What is a Compliance Schedule?

A Compliance Schedule is a document issued by the building consent authority for buildings which contain specified systems. Specified systems include:

- automatic systems for fire suppression;
- automatic or manual emergency warning systems for fire or other dangers;
- electromagnetic or automatic doors or windows;
- emergency lighting systems;
- escape route pressurisation systems;

- riser mains for use by fire services;
- automatic back-flow preventers connected to a potable water supply;
- lifts, escalators, travelators, or other systems for moving people or goods within buildings;
- mechanical ventilation or air conditioning systems;
- building maintenance units providing access to exterior and interior walls of buildings;
- laboratory fume cupboards;
- audio loops or other assistive listening systems;
- smoke control systems;
- emergency power systems for, or signs relating to, a system or feature specified for any of the above;
- other fire safety systems or features (systems for communicating information intended to facilitate evacuation, final exits, fire separations, signs); and
- cable cars

Important: From 31 March 2008, a single household unit will require a compliance schedule if it contains a cable car, or is serviced by a cable car. A compliance schedule lists the systems and features, including the inspection, maintenance and reporting procedures needed to keep them in good working order.

A compliance schedule must be kept on site and made available to building officers, independent qualified persons, licensed building practitioners and authorised agents.

What is a Compliance Schedule Statement?

A compliance schedule statement is issued by the building consent authority and serves as temporary notification of compliance schedule requirements. It will list the inspection, maintenance and reporting procedures necessary to keep the specified systems in good working order. It is issued at the same time as the code compliance certificate. It must be replaced in 12 months with a building warrant of fitness, which is issued by the building owner.

How do I obtain a Compliance Schedule?

A compliance schedule must be applied for at the same time a building consent application is made and will be issued with a code compliance certificate by the building consent authority for:

- new buildings (if the building has one or more specified systems); or
- an upgrade to an existing building or systems, required as a result of a change of use or alterations, which may also require a building consent.

What information do I need if I am applying for a Compliance Schedule?

Your architect/designer should provide you with information relating to the performance standards for each specified system contained within the building. The performance standards will identify the inspection, maintenance and reporting procedures required for each system.

Can I be prosecuted for not obtaining a Compliance Schedule or if my Building Warrant of Fitness has expired?

Yes, depending on the alleged offence, the fine ranges from \$20,000 to a maximum of \$200,000.

What is a Warrant of Fitness?

A building warrant of fitness (Form 12) is a statement issued by the building owner to Council stating that the requirements of the compliance schedule have been fully met.

The building warrant of fitness must have attached to it all certificates of compliance issued by the independent qualified person or licensed building practitioner. These documents must be issued in the prescribed form (Form 12A) and certify that the inspection, maintenance and reporting procedures stated in the compliance schedule, have been fully complied with during the previous twelve months.

The building warrant of fitness for the building must be re-issued to Council on the anniversary of the issue of the compliance schedule (every twelve months) for the life of the building.

What documents should I keep regarding the Building Warrant of Fitness?

You are legally required to obtain written reports relating to the inspection, maintenance and reporting procedures of the compliance schedule which must be signed by the independent qualified persons, or licensed building practitioner who has carried out any of the listed procedures, (inspection, maintenance or reporting).

You are required to keep all reports together with the compliance schedule for a period of two years and produce those reports for inspection when required.

What is an Independent Qualified Person (IQP) or a Licensed Building Practitioner (LBP)?

An IQP is a person who is qualified to carry out any performance inspection, maintenance, reporting or recommendation on a specified system.

All IQP's are required to be registered with Council.

The Licensed Building Practitioner Programme will began in November 2007 and is currently voluntary. As at March 2013 work that is critical to the integrity of a house or small-medium sized apartment building will have to be carried out or supervised by an LBP. Approval and registration of licensed building practitioners will be maintained by the Department of

Building and Housing. A register will be maintained in accordance with the Act to help the public:

- determine if a person is qualified
- choose an appropriate LBP, and
- identify which LBP's have been disciplined within the last three years.

COMPLAINTS

What happens if I am unhappy about any decision the building consent authority has made?

You have the right to appeal any decision the building consent authority has made, or to complain about any building control function the building consent authority undertakes. A customer has a right to complain and have their complaint managed.

What is a building control function?

A complaint in relation to building control is defined as a complaint about:

- meeting statutory time frames;
- lodgement or vetting of building consent applications;
- processing of building consent applications;
- inspection of work under construction;
- issuing of a notice to fix;
- issuing of code compliance certificates;
- issuing compliance schedules;
- failure to provide appropriate information or advice;
- fees and charges; and
- failure to meet legislative or Building Code requirements.

How do I make a complaint?

You can make a complaint in person; however it must be accompanied by a written statement. Complaints not made in writing or made anonymously will not be acted upon.

Complaints should be addressed to:

Derrick Thorley – Team Leader
South Wairarapa District Council
19 Kitchener St, Martinborough

What information is required?

- date incident occurred;
- nature of complaint (guidance information, vetting, lodgement, inspection, notice to fix, code compliance certificate or compliance schedule);
- copies of any supporting information (if applicable); and
- relationship (customer, regulator, or stakeholder).

How long does it take?

All complainants will be responded to within 72 hours of the receipt of the complaint, at which time you may be asked whether you wish to be heard in relation to the complaint or to provide further information.

All complaints will be acted upon within 10 working days of receipt of the complaint, unless a request for further information is made.

Do I have a right of appeal?

Yes, if you do not agree with the outcome you may request a review of the decision. All appeals must be made in writing, setting out the reasons why you disagree with the decision.

All appeals should be addressed to:

Jack Dowds – CEO
South Wairarapa District Council
19 Kitchener St, Martinborough

All appeals will be responded to within 10 working days.

What else can I do?

If you are still unhappy or choose to use an alternative route to settle a matter of doubt or dispute, you may apply to the Department of Building and Housing for a Determination. Visit www.dbh.govt.nz for further information on this service and to download the form (Form 14).

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USEFUL WEBSITES/TELEPHONE NUMBERS

Department of Building and Housing	www.dbh.govt.nz	0800 60 60 50
Environment Waikato	www.ew.govt.nz	0800 800 401
BRANZ	www.branz.co.nz	0900 5 9090
Consumer Build (Independent advice)	www.consumerbuild.org.nz/publish	
Land Information New Zealand	www.linz.govt.nz	
Building Research	www.buildingresearch.org.nz	
Institution of Professional Engineers of NZ	www.ipenz.org.nz	04 473 9444
Ministry for the Environment (Warm Homes Project)	www.mfe.govt.nz/issues/energy/warm-homes/index.html	
New Zealand Fire Service – Building Design for Fire Safety	www.fire.org.nz	
New Zealand Fire Service – Home Sprinklers	www.homesprinklers.fire.org.nz	

USEFUL PUBLICATIONS

NZ Homeowners' Project Workbook – Your Guide to Building a Better Home (order local copy at: www.buildingguide.co.nz or 09 360 8885

Guide to Applying for a Building Consent (Simple Residential Buildings) – Department of Building and Housing

The Building Act and You – Department of Building and Housing