



CHECKSHEET (Effective from 10 January 2008)

Certificate for Public Use

Address

COMPLETE FOR CERTIFICATE FOR PUBLIC USE APPLICATIONS ONLY

Note: An application may be made for a certificate for public use where;

- * It is intended to occupy all or part of a building open to, or used by members of the public and
- * A building consent for building work has been granted since 31 March 2005
- * No code compliance certificate has been issued and
- * The area intended to be occupied is affected by the building work.

Customer use	<p><input type="checkbox"/> a Completed Application Completed application for Certificate for Public Use (form 437) and accompanying evidence of applicant's status.</p> <p><input type="checkbox"/> b Plans Plans that clearly delineate the parts of the premises to which this application applies</p> <p><input type="checkbox"/> c Impact Analysis Analysis of the impacts of building work on areas intended to be occupied and proposals to mitigate those impacts. The analysis should consider, where relevant, impact on;</p> <p>Access to occupied area, including access for people with disabilities, guarding of changes in level, and removal of conflict with construction traffic and material storage. Means of escape from fire including egress path width restriction, route changes and possible need for interim evacuation plans. Operation of specified systems including active fire alerting and suppression and any proposed compensatory temporary arrangements. Structural integrity and any temporary propping. Passive fire rating integrity and any proposed compensatory temporary arrangements. Building Environment including sealing off occupied areas from construction noise and dust, and maintenance of adequate ventilation.</p> <p>Sanitary facilities adequate for proposed occupant numbers and also for people with disabilities. Construction Area security</p> <p><input type="checkbox"/> d Amended Compliance Schedule Required where there are temporary modifications to specified systems an amended compliance schedule is required to ensure that appropriate maintenance and testing is continued during the construction period.</p>	For office use only
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Office use

Application Accepted or Declined:

Date of Acceptance or Decline:

Reason for Acceptance or Decline:

Officer name and position that made the decisions:

Notes:

The issue of a building consent does not relieve the owner of any duty or responsibility under any other act

Please check with your local territorial authority regarding the requirement for other approvals required and fees payable. These may include:

- Consents under the Resource Management Act
- Approvals under bylaws including earthworks, vehicle crossings and road openings

The following Councils developed this checksheet in partnership: Kapiti Coast District, Porirua City, Wellington City, Hutt City, Upper Hutt City.