

**BUILDING UNIT**

# Request for Building Consent Work Start Extension

Under The Building Act 2004, Section 52

Please submit the Request for Building Consent Work Start Extension by emailing to: **buildinginfo@wmk.govt.nz**

BC No.: \_\_\_\_\_

## 1. The Building

Site address: *(street/road/township)*

Legal description of the land where the building is located:

Lot:

DP:

Other:

## 2. The Owner - All details must be the legal owner's

Name of owner: *(include preferred form of address, e.g. Mr, Mrs, Ms, Miss, Dr, if an individual)*

Contact person: *(not required if the owner is an individual. Must have a New Zealand address)*

Mailing address:

Street address/Registered office: *(if different than above)*

Phone number:

Landline:

Mobile:

Daytime:

After hours:

Fax:

Email:

Website:

**PLEASE NOTE** - If the ownership has changed since the application was made, new evidence of ownership will need to be provided (i.e. Record of Title).

## 3. Applicant - only required when the applicant is not the owner or the agent e.g. leasee/tenant

**PLEASE NOTE** - Authorisation is required from the owner of the property.

Name of applicant: *(e.g. leasee/tenant)*

Contact person: *(not required if the applicant is an individual)*

Mailing address:

Street address/Registered office: *(if different than above)*

Phone number:

Landline:

Mobile:

Daytime:

After hours:

Fax:

Email:

Website:

Relationship to owner: *(state details of the authorisation from the owner to make the application on the owner's behalf)*

#### 4. Agent – Only required when the application is being made on behalf of the owner

**NOTE** - Authorisation is required from the owner of the property.

Name of agent:

Contact person: *(not required if the applicant is an individual)*

Mailing address:

Street address/Registered office: *(if different than above)*

Phone number:

Landline:

Mobile:

Daytime:

After hours:

Fax:

Email:

Website:

Relationship to owner: *(state details of the authorisation from the owner to make the application on the owner's behalf)*

**NOTE** - The Agent will be the first point of contact for communications with the Council/Building Consent Authority regarding this application/building work

#### 5. Work Start Extension Request

I request that you extend the work start date of my Building Consent in regard to the above property, as per Section 52. I agree to pay the associated fee for the extension of work start time.

Please provide a reason for the work start extension and the timeframe of when the project may start:

**PLEASE NOTE** - The extension timeframe is determined by Council.

#### Application authorisation

By entering your name in the box below you are giving your authority for this application to proceed.

Name:

Date:

I am the:      Owner              Applicant on behalf of, and with the authority of the owner  
Agent on behalf of, and with the authority of the owner

#### Office use only

Date/time received:

Officer:

Date/time vetted/accepted:

Officer:

## Important information

The owner (or applicant or agent with the authority of the owner) of a property may request a work start extension prior to the consent being lapsed if building work has not started within 12 months of issuing of the consent, as per Section 52 of the *Building Act 2004*. If building work has not started and there has been no request for extension within 12 months of issuing the consent, then the consent is lapsed.

Council will respond to this request with a confirmation following a technical review to determine whether any regulatory changes have occurred that may require an amendment or minor variation to the building consent, to ensure compliance with current regulations. Please note that associated fees will apply for a work start extension.

All the relevant information on this form is required to be provided under the *Building Act 2004* and/or *Resource Management Act 1991* for the Building Unit to process your application. Under these Acts this information has to be made available to members of the public if requested. The information contained in this application may be made available to other units of the Council. You have the right to access the personal information held about you by the Council which can be readily retrieved. You can also request that the Council correct any personal information it holds about you.