

**BUILDING UNIT**

# Application for a Minor Variation to a Building Consent

It is the owner's (or authorised agent's) responsibility to notify Council of any changes to the approved plans under The Building Act 2004, Section 40.

This application is to advise Waimakariri District Council that the following minor variation\* is proposed to be undertaken on the building situated at the site address listed below. (As per the Building Act 2004, Section 45A)

\*For guidance on minor variations, please refer to the fact sheet on our website [waimakariri.govt.nz/council/documents-bylaws-plans/fact-sheets](http://waimakariri.govt.nz/council/documents-bylaws-plans/fact-sheets)

This variation will be processed in office and approved by a Building Control Officer.

## Consent details

BC number:

Site address:

Owner/Agent full legal name(s):

Owner/Agent email:

Owner/Agent contact number:

Applicant's role in project:

Applicant full name(s): *(if not Owner/Agent)*Applicant email: *(if not Owner/Agent)*Applicant contact number: *(if not Owner/Agent)*Description of Minor Variation and reason for change: *(attach only relevant plans and supporting documents)*

Estimated value for description of work: \$

Minor Variation requested during inspection: Yes No

If yes, note type of inspection and date carried out:

Signature of: Owner Applicant on behalf of owner

Signature:

Date:

Print name:

Invoice to be billed and sent to: Owner Applicant Other:

## General information

Processing and administration fees apply. Our latest fees and charges are available on the WDC webpage [waimakariri.govt.nz/services/fees-and-charges](http://waimakariri.govt.nz/services/fees-and-charges)

**NOTE:** Any charges incurred are required to be paid by the 20th day of the month following the month in which the invoice is issued and prior to issue of the Code Compliance Certificate.