

Application for minor variation to a building consent

This form is to be used for **proposed** variations when supporting documentation is required e.g. an engineer or designers/architects' detail, producer statements, product specifications etc. The Building Inspector will specify below.

Please note: Carrying out building work except in accordance with a building consent is a breach of section 40 of the Building Act 2004, therefore, building work relating to this minor variation application must not commence prior to its granting.

Building consent No.			
Site Address:			
Owner/agents name:			
Email address		Contact telephone	

Record of variation: (please identify location and provide a detailed description of the variation)

Description of proposed works:			
Owner signature:			
Agents signature:		Date:	

Documents required: (Building Inspector to specify)		
Plans detailing proposed variation <input type="checkbox"/>	Engineers Design and PS1 <input type="checkbox"/>	Engineer Inspection Schedule <input type="checkbox"/>
Product Specifications <input type="checkbox"/>	Manufacturers Installation Information <input type="checkbox"/>	Include this inspection report <input type="checkbox"/>
Design memorandum <input type="checkbox"/>	Miscellaneous:	

<i>Originally approved product</i>	<i>Reason for changes: altered, removed, replaced, deleted</i>	<i>New product</i>

Council use only:			
Minor Variation is approved		<input type="checkbox"/> Yes	<input type="checkbox"/> No
Work may proceed	<input type="checkbox"/> Yes	<input type="checkbox"/> No	Please note: A fee applies to all Minor Variations
Building Inspector			
Signature:		Name:	Date: