

# AF 3P Application for 3<sup>rd</sup> Party Certification/ Evidence in Place of On-site Inspection(s)



**For submission prior to start of building work**

APPLICANT TO COMPLETE			
<b>Building Consent no.</b>			
<b>Owner name</b>			
<b>Applicant name</b>			
<b>Applicant role</b>	<input type="checkbox"/> Licensed Building Practitioner (LBP) <input type="checkbox"/> Agent		
<b>Applicant email</b> <i>*Must be provided</i>			
<b>Applicant telephone</b>			
<b>Site address</b>			
<b>Inspection type applied for</b>	<input type="checkbox"/> Siting <input type="checkbox"/> Foundations Preslab <input type="checkbox"/> Walls- block/beam <input type="checkbox"/> Precladding	<input type="checkbox"/> Framing & bracing (prewrap) <input type="checkbox"/> Building pre-line <input type="checkbox"/> Wet area membrane <input type="checkbox"/> Plumbing pre-line <input type="checkbox"/> Post line/pre-stop	<input type="checkbox"/> Half-high veneer <input type="checkbox"/> External drainage <input type="checkbox"/> Passive fire
<b>Role</b>	<b>Name(s)</b>	<b>Registration number(s)</b>	
LBP(s)			
Structural Engineer			
Geotechnical Engineer			
Other engineer(s) (specify type)			

Describe the specific areas and building components to be certified by independent 3rd party

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Describe the specific work to be completed by a licensed/registered person		
<input type="checkbox"/> Foundation	<input type="checkbox"/> Cladding	<input type="checkbox"/> Blockwork
<input type="checkbox"/> Floor slab	<input type="checkbox"/> Carpentry	<input type="checkbox"/> Drainage
Work	Name and license/registration no.	

Building Code clauses to be included in PS3/4									
<input type="checkbox"/> B1	<input type="checkbox"/> B2	Stability							
<input type="checkbox"/> C1	<input type="checkbox"/> C2	<input type="checkbox"/> C3	<input type="checkbox"/> C4	<input type="checkbox"/> C5	<input type="checkbox"/> C6	Protection from fire			
<input type="checkbox"/> D1	<input type="checkbox"/> D2	Access							
<input type="checkbox"/> E1	<input type="checkbox"/> E2	<input type="checkbox"/> E3	Moisture						
<input type="checkbox"/> F1	<input type="checkbox"/> F2	<input type="checkbox"/> F3	<input type="checkbox"/> F4	<input type="checkbox"/> F5	<input type="checkbox"/> F6	<input type="checkbox"/> F7	<input type="checkbox"/> F8	<input type="checkbox"/> F9	Safety
<input type="checkbox"/> G1	<input type="checkbox"/> G2	<input type="checkbox"/> G3	<input type="checkbox"/> G4	<input type="checkbox"/> G5	<input type="checkbox"/> G6	<input type="checkbox"/> G7	<input type="checkbox"/> G8	<input type="checkbox"/> G9	<input type="checkbox"/> G10
<input type="checkbox"/> G11	<input type="checkbox"/> G12	<input type="checkbox"/> G13	<input type="checkbox"/> G14	<input type="checkbox"/> G15	Services and facilities				
<input type="checkbox"/> H1	Energy efficiency								

Specify additional evidence of compliance to be provided in support of application e.g. site reports, as-built plans, photographs, video

**Applicant to comply with the following requirements in blue. To be filled in by ICC only**

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COUNCIL USE ONLY			
	DOCUMENTATION/CERTIFICATION REQUIREMENTS	Required	N/A (with reason)
1	The building must be sited in accordance with the approved plans. The contractor will ensure that the siting of the survey pegs will be confirmed by a Registered Surveyor. The decision to accept the siting of the building is solely at the contractor's discretion. A building location certificate is to be submitted to verify the siting.	<input type="checkbox"/>	<input type="checkbox"/> Click to enter text
2	A suitably qualified engineer, who is currently registered with Engineering New Zealand, must provide a PS4 for B1 Structure and B2 Durability. Site inspection notes must be left on site immediately following the inspection recording the outcome of the inspection with a PS4 to follow, as soon as is reasonable practical. NB: Damp proof membranes (where required) must be covered by the producer statement, otherwise membranes will need to be inspected by ICC. (Ensure an agreement is reached before proceeding with the work). No sub-floor drainage or tanking is to be covered without inspection.	<input type="checkbox"/>	<input type="checkbox"/> Click to enter text
3	A suitably qualified engineer, who is currently registered, must provide certification of the suitability of the ground conditions. Site inspection notes must be uploaded to the ICC portal immediately following the inspection, recording the outcome of the inspection with the suitable certification.	<input type="checkbox"/>	<input type="checkbox"/> Click to enter text
4	A Record of Building Work (ROW) must be provided for all Restricted Building Work from a LBP on completion of the work. Where there is no requirement for LBP certification, the contractor will provide ICC with a PS3 Producer Statement for the specified building work.	<input type="checkbox"/>	<input type="checkbox"/> Click to enter text
5		<input type="checkbox"/>	<input type="checkbox"/> Click to enter text

## Terms and Conditions

The applicant acknowledges and accepts the following terms and conditions in full:

- 1) The conditions of this application have been **fully explained** to the owner, builder and contractors.
- 2) This form **does not give authorization for work to start** before issue of the Building Consent including any Amendments or Minor Variations.
- 3) This application **must be** approved before undertaking the building work in the application.
- 4) There is **no statutory timeframe** for this application to be processed.
- 5) Approval to proceed with the above building work **is not approval** to carry out any other additional work not authorized. All other inspections must be booked with ICC building department booking line on 03 2111777 as per the normal process.
- 6) A copy of this stamped-approved form **must be available on site** prior to the next inspection. This is to be kept on-site, together with the Building Consent documentation and be available for the Building Control Officer to review.
- 7) All 3rd party site inspection records are to be supplied to ICC as soon as reasonably practical. **Copies are to be kept on-site** together with the Building Consent documentation, so that they may be checked as evidence of compliance at any time.
- 8) On-site 3rd party inspections must satisfy the Building Act 2004, Sections: 17, 40, 51(2)(a)(b), 90\*
- 9) The building work may be subject to an on-site inspection **audit by a Council officer** at any time, without prior notification.
- 10) 3rd party inspections are granted having determined that there will be sufficient Quality and Assurance Systems in place for the building work.
- 11) Council reserves the right at any time to **amend or rescind any portion of permission** given to applicant for performing a 3rd party inspection.

<b>Applicant name</b>			
<b>Applicant signature</b>		<b>Date</b>	

BUILDING CONTROL OFFICER DECISION			
I am satisfied on reasonable grounds the application be: <div style="display: flex; justify-content: space-around; margin-top: 10px;"> <span><input type="checkbox"/> <b>Approved</b></span> <span><input type="checkbox"/> <b>Refused</b></span> </div> Reason/rationale:			
<b>BCO name</b>			
<b>BCO signature</b>		<b>Date</b>	

## **Building Act 2004** (selected extracts)

### **S.17 All building work must comply with building code**

All building work must comply with the building code to the extent required by this Act, whether or not a building consent is required in respect of that building work.

### **S.40 Buildings not to be constructed, altered, demolished, or removed without consent**

- 1) A person must not carry out any building work except in accordance with a building consent.
- 2) A person commits an offence if the person fails to comply with this section.
- 3) A person who commits an offence under this section is liable on conviction to a fine not exceeding \$200,000 and, in the case of a continuing offence, to a further fine not exceeding \$10,000 for every day or part of a day during which the offence has continued.

### **S.51 Issue of building consent**

- 2) The issue of a building consent does not, of itself,—
  - a) relieve the owner of the building or proposed building to which the building consent relates of any duty or responsibility under any other Act relating to or affecting the building or proposed building; or
  - b) permit the construction, alteration, demolition, or removal of the building or proposed building if that construction, alteration, demolition, or removal would be in breach of any other Act.

### **S.90 Inspections by building consent authorities**

- 1) Every building consent is subject to the condition that agents authorised by the building consent authority for the purposes of this section are entitled, at all times during normal working hours or while building work is being done, to inspect—
  - a) land on which building work is being or is proposed to be carried out; and
  - b) building work that has been or is being carried out on or off the building site; and
  - c) any building
- 2) The provisions (if any) that are endorsed on a building consent in relation to inspection during the carrying out of building work must be taken to include the provisions of this section.
- 3) In this section, inspection means the taking of all reasonable steps to ensure that building work is being carried out in accordance with a building consent.