

On-Site Application for Minor Variation to Approved Plans



This application is to advise Invercargill City Council that the following minor variation is proposed to be undertaken on the building situation at the address listed below. Please refer to the government's website for guidance information about what constitutes a minor variation: <http://www.building.govt.nz/building-index>

It is the owner's (or authorised agent's) responsibility to notify Council of any changes to the approved plans under Section 40 of the Building Act 2004; this variation must be approved by the Building Inspector before work can proceed. If the variation involves restricted building work, the design must provide an amended certificate of works for the changes to the design work.

Building Consent Number:		
Site address:		
Owner/agent's name:		
Postal address:		
		Postcode:
Applicant's role in project:		
Contact phone no:		

- ☐ One copy of plans must accompany application (minimum A3 size)
- ☐ One copy of certificate of design work from the designer, if involving restricted building work
- ☐ One copy of this B148 minor variation form must accompany application
- ☐ Variations must be agreed to by the owner or authorised agent

Record of variation

Please identify the location and changes of the variation. After completing the form, give all documentation to the inspector to verify and stamp documentation. After inspector has stamped documentation, the agent/owner must scan and load the documentation with the building consent number into Simpli Portal

Owner signature:		Date:		
Agents signature:		Agent has written authority to act for owner	Yes	No

Location of changes in building

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Identify changes made to the building element or product

Was	Altered or replaced?	Now

Removed or deleted building work (please describe item/s that will not be constructed)

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Council use only:

The variation affects restricted building work

☐ Yes ☐ No

(If yes, updated certificate of design work must be provided)

The variation is minor and does not materially affect compliance

☐ Yes ☐ No

Work may proceed

☐ Yes ☐ No

Variation

☐ Approved ☐ Declined

Inspector's signature:

Date:

Inspector's name:

Note: If the scope of work has been reduced, please check the computer to see whether an update is required to the description of work