

Building Location Certificate

For guidance on how to complete this certificate, please refer to ccc.govt.nz/building-location-certificates.

Building consent number:	
Issue date on approved BC document	
Property address:	
Date Survey was undertaken:	
Survey firm name & job reference number	

Certification Stage		
This certificate is reviewing Stage _____ of _____ as per the building consent construction documentation and advice notes attached to the building consent		
Comments:		
<input type="checkbox"/> Building location	<input type="checkbox"/> Floor Level	<input type="checkbox"/> Recession Plane

Building Location		
1. Measured site level origin is in terms of: <input type="checkbox"/> Absolute (Local authority datum) <input type="checkbox"/> Absolute (LINZ official datum) <input type="checkbox"/> Relative (False assumed Datum) Datum Name: _____ Origin point: _____ Reduced Level: _____ Site Benchmark Description: _____ Reduced Level: _____ <input type="checkbox"/> Site level origin not provided as building location certificate only for boundary setbacks		
2. Are the surveyed building elements in accordance with the dimensions shown on the approved building consent plans (within reasonable survey tolerances)? <input type="checkbox"/> Yes <input type="checkbox"/> No Note: If the answer is 'No' the owner or their agent must contact Council as variations will need to be assessed as a change to the building consent and may require a resource consent. This certificate and attached plan will be used to assist Council in this decision process.		
3. Please attach a marked up copy of the relevant approved building consent plans. These marked up plans must align your measured dimensions with dimensions on the approved plans. If the siting of the building is not in accordance with the approved building consent plans, please highlight these departures, provide summary comments below and include photos if relevant to assist the reviewer. Comments:		

Declaration

We have been engaged to carry out the necessary field survey(s) to establish the items above and believe on reasonable grounds that the information provided is true and accurate within reasonable survey tolerances.

The tolerances adopted are those within the Cadastral Survey Rules 2021.

I understand that this certificate will be used by the building consent authority as a reasonable step to ensure that building work is being carried out in accordance with a building consent.

Name of Licensed Cadastral Surveyor: *[print]*

Phone:

License Number:

Email:

Signature:

Date:

A copy of this certificate must be sent to the relevant Council

Christchurch: Buildinginspections@ccc.govt.nz

Where a variation to the approved plan is identified, also contact: Dutyplanner@ccc.govt.nz

Selwyn: <https://consents-sdc.abcs.co.nz/> (via AlphaOne Online system)

Waimakariri: buildinginfo@wmk.govt.nz

Hurunui: building@hurunui.govt.nz