

Application for a minor variation to a building consent

General information:

This application is for approval from Rangitikei District Council to make a minor variation to the following building consent under section 45A, Building Act 2004.

A minor variation is a minor modification, addition, or variation to a building consent that does not deviate significantly from the plans and specifications to which the building consent relates. If the proposed change deviates significantly, the application will be processed as an amendment to the building consent.

Note, if the proposed change will lead to a non-compliance with the district plan, the application will be processed as an amendment to the building consent.

Minor variation application will be processed within 48 hours of receiving a complete application.

Do not carry out building work that varies from the building consent until you have received confirmation the minor variation has been approved.


Building consent fees: The current Building Consents Fee and Charges Schedule are available on our [website](#).

General information can be found on our website at www.rangitikei.govt.nz

Submitting an Application:

An application can be lodged via the following methods:

- Through the Objective Build portal and uploading to Required Documents/ Minor Variations.
- Email your application to building.services@rangitikei.govt.nz

PROPERTY DETAILS			
BC number:			
Street address of building:			
The minor variation has been agreed to by the owner?	<input type="checkbox"/> Yes <input type="checkbox"/> No		
Has ownership changed since building consent was issued?	<input type="checkbox"/> Yes <input type="checkbox"/> No		
If yes, the adjacent evidence of ownership is attached to this application: 			
<input type="checkbox"/>	Record of title	<input type="checkbox"/>	Lease
<input type="checkbox"/>	Agreement for sale and purchase	<input type="checkbox"/>	Other document (showing full name of legal owner(s) of the building)

CONTACT DETAILS	
Owner's name:	
Owner's email address:	
Owner's phone number:	
Applicant's name (if not the owner):	
Email address (if not the owner):	
Contact phone number (if not the owner):	

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MINOR VARIATION DETAILS

Description of minor variation: *(include details of what has changed from and the reason for the change).*

The following plans and specifications are attached to this application: *(attach relevant plans, specifications or supporting documents).*



Signed by: ☐ owner / ☐ agent on behalf of, and with the authority of the owner

Signature:

Date:

Please note:

If you are signing this application on behalf of a company/trust/other entity (the applicant), you are declaring that you are duly authorised to sign on behalf of the applicant to make such an application.

By signing this application you are accepting responsibility to pay all actual and reasonable costs incurred by Rangitikei District Council.

Office Use Only

Date received

Receipt No