

Change of Use Application Form

Change of Use No:		
Site Address:		
This inspection relates to:		Date Undertaken

Please complete all relevant Building Code Clauses that apply to the proposed Change of Use, i.e. provide written information stating how compliance will be achieved.

NOTE: This is an enterable form so you can type your comments against each code clause.

CLAUSE:	Comments/Observations/Instructions
Change of Use (s114)	
Building Across Boundary (s75)	
Building on Land Subject to Erosion (s71)	
B1 Structure	
B2 Durability	
C1 Outbreak of Fire	
C2 Means of Escape	
C3 Spread of Fire	
C4 Structure Stability During Fire	
D1 Access Route	
D2 Mechanical Installations for Access	
E1 Surface Water	
E2 External Moisture	
E3 Internal Moisture	
F1 Hazardous Agents on Site:	
F2 Hazardous Building Materials	

F3 Hazardous Substances and Processes	
F4 Safety from Falling	
F5 Construction and Demolition Hazards	
F6 Visibility in Escape Routes	
F7 Warning Systems	
F8 Signs	
G1 Personal Hygiene	
G2 Laundering	
G3 Food Prep & Preventions of Contamination	
G4 Ventilation	
G5 Interior Environment	
G6 Airborne and Impact Sound	
G7 Natural Light	
G8 Artificial Light	
G9 Electricity	
G10 Piped Services	
G11 Gas as an Energy Source	
G12 Water Supplies	
G13 Foul Water	
G14 Industrial Liquid Waste	

G15 Solid Waste	
H1 Energy Efficiency	
Compliance Schedule	
NZFS Evacuation Procedure	

General Comments/Observations/Instructions

Restricted Building Work		
Does the building work include any restricted building work?		
If yes, provide the following details of all licensed building practitioners who were involved in carrying out or supervising the restricted building work:		
Name	Licensing Class	Licensed Building Practitioner Number (or registration number if treated as being licensed under section 291 of the Building Act 2004)

Photographs Taken:
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Documentation Required:	Received
Memoranda (Records of Building Work) from licensed building practitioner(s) stating what restricted building work they carried out or supervised.	
Other documents from the personnel who carried out the work	

Next Inspection	
Approved for Change of Use:	
BCO: _____ Signed: _____ Time: _____ Date / /	

