

## DISTRICT-WIDE MATTERS

# REL – Relocated Buildings

## Introduction

Relocating buildings provides for the sustainable and economic reuse of buildings that are no longer required in their current location. Buildings may have been previously used, or purpose built for relocation. The age and condition of previously used buildings that are commonly relocated within the Manawatū District often means that remedial and upgrading works are required to be undertaken. These works ensure that the *building* does not result in adverse visual effects on the surrounding environment. It is therefore important that *relocated buildings* are managed to ensure amenity values are maintained.

The relocation of *significant historic built heritage* scheduled in HH-SCHED1 (Significant Historic Built Heritage, Feilding Town Centre), HH-SCHED2 (Significant Historic Built Heritage - Wider Manawatū District) and HH-SCHED3 (Marae Buildings) is a separate matter not addressed through this chapter. Consideration of these buildings is required under the provisions of the HH – Historic Heritage Chapter.

## Issues

<b>REL-I1</b>	The need to recognise the sustainable use and economic benefits associated with the reuse of buildings by relocating them to a new <i>site</i>
<b>REL-I2</b>	The need to manage the adverse visual effects that can occur from relocating buildings to a new <i>site</i> .
<b>REL-I3</b>	New buildings that are small scale and purpose built to be relocated are less likely to result in adverse visual effects on the environment.

## Objectives

<b>REL-O1</b>	To enable the relocation and establishment of <i>relocated buildings</i> only where reinstatement works will ensure the <i>building</i> maintains the visual amenity values of the surrounding area.
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## Policies

<b>REL-P1</b>	To ensure any reinstatement and upgrading works undertaken are completed in a timely and efficient manner.
<b>REL-P2</b>	To ensure any reinstatement and upgrading works will result in a <i>relocated building</i> achieving a level of visual amenity the same or better than the surrounding area.
<b>REL-P3</b>	To encourage <i>relocated buildings</i> that are of an age, character and condition that requires minimal reinstatement work.

## Rules

Rules in this chapter apply District-wide and the chapter needs to be read in conjunction with the District Plan maps, relevant appendices and provisions of the applicable *zone*.

### Permitted Activities (PER)

<b>REL-R1</b>	All <i>relocated buildings</i> in the General Residential, Settlement, General Rural, Mixed Use and General Industrial <i>Zones</i> provided that they comply with standards REL-ST1 – REL-ST10.
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### Standards for Permitted Activities

<b>REL-ST1</b>	Any <i>relocated building</i> intended for use as a <i>dwelling</i> must have previously been designed, built and used as a <i>dwelling</i> .
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<b>REL-ST2</b>	<p>The <i>relocated building</i> must be placed on permanent foundations as soon as practicable, and not later than one month from arrival onsite. If a <i>building</i> is not immediately placed on foundations public access to the <i>site</i> shall be restricted, including with signage.</p> <p><b>Guidance Note:</b> For the purposes of this standard, restricted means <i>industry</i> methods and techniques used to restrict public access to a <i>site</i>, including signage, and as necessary to achieve compliance with health and safety legislation. The methods and techniques should reflect the location of the <i>site</i> and the ability of people to gain access.</p>
<b>REL-ST3</b>	<p>The <i>Council</i> shall be notified no later than 48 hours before the <i>building</i> is relocated of the intended delivery date. This standard will be met provided the <i>building</i> is relocated within 5 days of the notified date.</p>
<b>REL-ST4</b>	<p>The <i>relocated building</i> is not located within the Flood Channel Zone.</p>
<b>REL-ST5</b>	<p>Compliance with all standards specified for permitted activities in the relevant zone and other parts of this Plan.</p>
<b>REL-ST6</b>	<p>A <i>building</i> pre-inspection report shall be submitted by the owner of the <i>relocated building</i> to the <i>Council</i> at the same time as an application is made for a <i>building</i> consent for the <i>relocated building</i>. That report shall be on the form contained in REL-APP1 and is to identify all reinstatement works that are to be completed to the exterior of the <i>building</i> to achieve a workmanlike standard and tidy appearance, and shall certify whether the <i>relocated building</i> is safe and sanitary.</p>
<b>REL-ST7</b>	<p>The <i>building</i> pre-inspection report shall be prepared by:</p> <ul style="list-style-type: none"> <li>• a licenced <i>building</i> practitioner (carpenter or design category); or</li> <li>• a <i>building</i> inspector from the local authority where the <i>building</i> is being relocated from.</li> </ul>
<b>REL-ST8</b>	<p>All reinstatement work required by the Condition Table in Section 2.0 the <i>building</i> pre-inspection report (REL-APP1) to reinstate the exterior of any <i>relocated building</i> shall be completed within 12 months of the <i>building</i> being delivered to the destination <i>site</i>.</p>
<b>REL-ST9</b>	<p>The owner must complete the Owner Certificate and Declaration in Section 6.0 of the <i>building</i> pre-inspection report (REL-APP1) to certify to the <i>Council</i> that all the reinstatement work will be completed within 12 months of the <i>building</i> being delivered to the destination <i>site</i>.</p>

<b>REL-ST10</b>	The <i>relocated building</i> owner will supply to the <i>Council</i> photos showing the exterior of the <i>building</i> 12 months after relocation to show the reinstatement works required by Condition Table 2.0 in the <i>Building</i> Pre-Inspection Report (REL-APP1) have been achieved.
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**Guidance Note:**

Compliance with the *permitted activity* standards of the Plan does not ensure compliance with the *Building Act* 2004. The standards do not in any way derogate from or impinge on *Council's* functions, powers and obligations under the *Building Act*.

## Restricted Discretionary Activities (RDIS)

The following activities are a *Restricted Discretionary Activity*, in all zones, in respect to *relocated buildings*:

<b>REL-R2</b>	Any <i>relocated building</i> that does not meet the <i>Permitted Activity</i> standards or does not comply with the relevant <i>Permitted Activity</i> standards in all other parts of the District Plan.
<b>Matters of Discretion (MD)</b>	
For this activity, the <i>Council</i> has restricted its discretion to considering the following matters, only to the extent that they are relevant to the standard that is not met:	
<b>REL-MD1</b>	Scale of built form and location on <i>site</i> .
<b>REL-MD2</b>	Exterior remedial and upgrading works.
<b>REL-MD3</b>	Time for remedial and upgrading works to be completed.
<b>REL-MD4</b>	The extent of non-compliance with the standard(s) in the Plan.
<b>Assessment Criteria (AC)</b>	
In determining whether to grant a resource consent and what conditions to impose, the <i>Council</i> will, in addition to the objectives and policies of the <i>Relocated Buildings</i> section and the relevant <i>Zone</i> , assess any application in terms of the following assessment criteria:	
<b>REL-AC1</b>	Whether the application remains consistent with the intention of the standard(s) it infringes.
<b>REL-AC2</b>	The extent to which there will be adverse effects where an application does not meet the standards.

	<b>REL-AC3</b>	Whether the application will result in adverse effects on the character and visual amenity values of the immediate surroundings or wider <i>streetscape</i> .
	<b>REL-AC4</b>	The need for reinstatement works and upgrading to ensure visual amenity of the surrounding area is maintained, including landscaping proposed.
	<b>REL-AC5</b>	The proposed time for reinstatement works and upgrading to be completed once the <i>relocated building</i> is located on its destination <i>site</i> .
	<b>REL-AC6</b>	The suitability of the <i>relocated building</i> for the intended reuse.

## Discretionary Activities (DIS)

<b>REL-R3</b>	Any <i>relocated building</i> not provided for as a <i>Permitted</i> or <i>Restricted Discretionary Activity</i> , or is located in the <i>Flood Channel Zone</i> , is a <i>Discretionary Activity</i> .
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# REL-APP1 – Building Pre-Inspection Report



## Building Pre-Inspection Report

Insert new location address.

Insert District

**For: Manawatu District Council**

Insert date of report.

# Building Pre-Inspection Report

## 1.0 GENERAL INFORMATION

### 1.1 Introduction

This Building Pre-Inspection Report has been prepared in accordance with the requirements of the Manawatū District Plan. It accurately records the external condition of the *dwelling house/garage/ancillary building* to be relocated and sets out all reinstatement works required to the exterior of the *building* after it has been relocated to a workmanlike standard and to achieve a tidy appearance to meet requirements of the District Plan.

Limited inspection of the interior has been undertaken for the purpose of the *building* consent application which must be lodged with the Manawatū District *Council* at the same time as this Report is submitted to the *Council*.

The Condition Table set out in Section 2 of this Report and associated photographs assist in providing a representation of the condition of the *building* prior to the commencement of the relocation.

The Report also provides photographs of the surroundings of the destination *site*. These photos provide context for the standard to be achieved in reinstating the *relocated building*.

The Report has been prepared by *Enter Name.* of *Enter Company name.* as per our instruction/agreement dated *Enter a date.* on behalf of our clients *Enter Name.* in accordance with the requirements of the Manawatū District Plan.

### 1.2 Applicants Contact Details

<b>Applicant:</b>	[Applicant (clients) name]
<b>Contact address:</b>	[Contact address]
<b>Telephone:</b>	
<b>Email:</b>	
<b>Any Additional information:</b>	

# Building Pre-Inspection Report



<b>Agent:</b>	[Authorised agent's name]
<b>Contact address:</b>	[Contact address]
<b>Telephone:</b>	
<b>Email:</b>	
<b>Any Additional information:</b>	

## 1.3 Building Details

<b>Type of building</b>	[ <i>Dwelling house, garage, ancillary building</i> ]
<b>Approximate age of building</b>	Provide date range e.g. 1940-1950.
<b>Brief Description</b>	Number of storeys, approximate size, roof, walls, floor construction, additional features.
<b>Proposed site address</b>	Address of the intended site of the related building.
<b>Site address where the building was inspected</b>	Address
<b>Proposed Use of Building</b>	Dwelling House, Residential, Garage, Ancillary.
<b>Previous Use of the Buildings</b>	<i>[Relocated building must have been previously designed, built and used as a dwelling (Except previously used garage and ancillary buildings)]</i>
<b>Is the building being split for transportation</b>	Choose Yes or No.
<b>Will the split affect wall cladding</b>	Choose Yes or No. Details, numbers of sections, identify the location of the cut(s)
<b>Will the split affect roof cladding</b>	Choose Yes or No.



# Building Pre-Inspection Report

	Details, number of sections, identified the location of the cut(s)
<b>Inspection Dates &amp; Weather:</b>	[Date and weather at the time of inspection]
<b>Inspection by:</b>	Name of Inspector.
<b>Other persons present</b>	Name of other parties present.
<b>Building Consent Status</b>	<i>[Has Building Consent documentation been prepared for the relocation works.]</i>

## 1.4 Site Characteristics *(this section may be filled in by the owner of the destination site)*

<b>Existing character of the site</b>	Description of the site where the relocated building is to be located.
<b>Topography of the surrounding environment</b>	Description of the surrounding environment, is it hilly, flat, building concealed from the road, etc.
<b>Areas of Vegetation on and around the site</b>	Description of the vegetation on site, proximity of the building location to any areas of indigenous vegetation.
<b>Areas of any cultural or heritage value identified in the District Plan</b>	Description of any cultural or heritage values on or near the site..

## 1.5 Areas assessed by Licensed Building Practitioner

Describe how the *building* was inspected.

*Example:*

*The external envelope of the subject building viewed from ground floor level and where safely accessed by ladder from ground level.*

*Internally, our inspection was limited to those parts of the buildings that could be safely accessed and a head and shoulders inspection of the roof space.*

*Access was gained into the subfloor space....]*

# Building Pre-Inspection Report



## 1.6 Reporting Conditions

This Report has been prepared under the following conditions of engagement:

- The *building* inspection undertaken for the purpose of this Report is based on a visual inspection only; therefore it is not possible to guarantee that all concealed areas containing defects will be accessible (floor voids, roof voids, etc). No intrusive investigation will therefore be undertaken.
- *Signs* of water ingress will be searched for during the *building* inspection undertaken for the purpose of this Report, however the Report cannot warrant that the *building* is free from water penetration, from defective roofing, cladding, rainwater goods, rising damp or the like unless evident at the time of our visual survey.
- Only areas where safe access is possible have been inspected.
- The Report is provided for the use of the applicant identified in section 1.1 of this Report and the Manawatu District Council and may not be used by others without written permission by those parties. The writer of this Report accepts no liability to third parties who may act on the report.
- This Report must be read in conjunction with photograph and condition tables provided.
- This Report is for the purposes of meeting the requirements of the Manawātū District Plan. It is not a Report to address matters required by the Building Act 2004. A *building* consent is required for the relocation of this *building* and all subsequent works as a consequence. The *building* work must be designed and undertaken by Licensed Building Practitioners.

## 1.7 Exclusions

This report **does not** include comment about the following:

- a) The structure of the *building* unless otherwise commented upon;
- b) The value of the property;
- c) Illegal Works; and
- d) Internal condition of the *building* unless otherwise commented upon.

# Building Pre-Inspection Report



Additionally, no search has been made of:

- e) Local Authority rates;
- f) Government Valuation; or
- g) LIM or PIM reports.

## 1.8 Definitions

The following defines the condition comments of the elements surveyed:

<b>Good</b>	Items that have suffered minimal weathering, wear or decay and are free from any visual defects.
<b>Reasonable</b>	Items that have worn through 'normal' use and weathering, and is in commensurate condition to the <i>building</i> age and use.
<b>Poor</b>	Items that are worn, decayed or weathered either due to the age, abnormal use or lack of maintenance.

# Building Pre-Inspection Report



## 2.0 Condition Table

RMA 1991 – Mandatory External Reinstatement					
Item	Construction Element	Description	Condition	Required Upgrades & Comments	Photograph
1	Roof	<i>[Corrugated iron/fibre cement sheet, concrete tile, metal tile, butynol membrane, other]</i>	<i>[Good/Reasonable/Poor]</i>	<i>[None/ Repaint/ Re-roof etc (Additional comments required if the roof was removed during relocation)]</i>	<i>[Insert multiple photographs if/as required under any of the below sub-headings.]</i>
2	Spouting and Downpipes	<i>[PVC, metal, butynol membrane, other]</i>	<i>[Good/Reasonable/Poor]</i>	<i>[None/Repaint/Replace etc. Example: Repair all timber fascias, barges as well as rainwater goods to ensure surface moisture discharges into new Council approved outlet at new site location.]</i>	
3	Wall Cladding	<i>[Fibre cement weatherboard/ sheet, timber weatherboard, Board and batten, metal sidings, other]</i>	<i>[Good/Reasonable/Poor]</i>	<i>[None/ Repaint/ Replace etc]</i>	
4	Foundation cladding	<i>[Baseboards (likely to have been removed) NA]</i>	<i>[Good/Reasonable/Poor]</i>	<i>[Example: Foundation cladding is to be installed as specified in the Building Consent]</i>	

# Building Pre-Inspection Report



## RMA 1991 – Mandatory External Reinstatement

Item	Construction Element	Description	Condition	Required Upgrades & Comments	Photograph
5	Window and Door Joinery	<i>[Powder coated aluminium, timber, steel, single glazed, double glazed]</i>	<i>[Good/Reasonable/Poor]</i>	<i>[None/ Install new joinery/Repair and redecorate existing joinery. Example: Repair and repaint window and door joinery. Replace all broken glass immediately after relocation.]</i>	

# Building Pre-Inspection Report



## 3.0 Safe And Sanitary

Comment is required.

Licensed Building Practitioner must give a declaration regarding whether the *building* is /isn't safe and sanitary.

Note: If the *building* is not considered safe and sanitary then give reasons (Example: evidence of *building* defects such as rot, transport damage).

## 4.0 Estimate Of Costs Of External Reinstatement Works

The estimate of costs of external reinstatement works is the sum of to insert.

Note: Allow a contingency sum for any damage in transit.

"Reinstatement works" means the extent of the work required to the exterior of the *Relocated building* as specified in the Building Pre-Inspection Report for the purposes of the District Plan. The exterior reinstatement works will not include matters regulated by the *building* legislation or connection to foundations; but may include matters required by the District Plan for work to be undertaken and completed to the exterior of the *building* to a workmanlike standard and to achieve a tidy appearance, including without limitation:

- (a) Repair of broken windows and window frames;
- (b) Repair of rotten weatherboards or other damaged wall cladding;
- (c) Necessary *replacement* or repair of roof materials
- (d) Cleaning and/or painting of the exterior where necessary e.g. roofs, walls, window frames etc
- (e) Repair of transit damage; and/or
- (f) *Replacement* and painting of baseboards or other foundation cladding.

# Building Pre-Inspection Report

## 5.0 Licensed Building Practitioner Signature

I, certify that the information provided is true and correct and that the *building* described above appears to have applied with the relevant Building Regulations at the time of its construction, and (if a *dwelling*) the *building* has been previously designed, built and used as a *dwelling* (Except previously used garage and ancillary *buildings*).

Author	Peer Reviewer
[name]	[name]
Signed:	<i>If undertaken/available</i>
Qualifications <i>LBP Category,</i>	

For and On Behalf of Company Name	
Address	Inspectors business address
Telephone	Enter telephone business number.
Email	Enter business email.

## 6.0 Owner Certificate And Declaration

As a requirement of the Manawatū District Plan, I/we *Enter Name* CERTIFY that I/we will ensure that within 12 months from the *building* being delivered to the destination *site* the reinstatement work required in the Condition Table in Section 2.0 of this Report will be completed.

I acknowledge that failure to complete any reinstatement work identified in the Condition Table in Section 2.0 may lead to the Manawatu District Council taking action under the Resource Management Act 1991, including by way of infringement notice, abatement notice, enforcement order, or prosecution. This report does not restrict the *Council* to undertake enforcement action under other legislation.



# Building Pre-Inspection Report

I acknowledge that where reinstatement work is not completed within 12 months of the *building* being delivered to the destination *site* that a resource consent application will be required for the *relocated building*. I understand that the *Council* may charge fees from time to time for activities relating to *relocated buildings*, as set out in its Annual Fees and Charges.

I certify that the description of the destination *site* and accompanying photos are true and correct.

I will provide to the *Council* photos showing the exterior of the *building* 12 months after relocation to show reinstatement works required by Condition Table 2.0 of the Building Pre-Inspection Report have been achieved.

Signed \_\_\_\_\_ Print \_\_\_\_\_

Owner

Signed \_\_\_\_\_ Print \_\_\_\_\_

Owner

Signed \_\_\_\_\_ Print \_\_\_\_\_

Owner



# Building Pre-Inspection Report



## Destination Site Photographs

<i>Elevation description i.e. Front Elevation</i>	<i>Elevation description i.e. Rear Elevation</i>	<i>Elevation description</i>

# Building Pre-Inspection Report



<i>Elevation description</i>	<i>Elevation – description</i>	<i>Elevation description</i>

# Building Pre-Inspection Report



## Additional Comments and Notes

Enter text.