


APPLICATION FOR EXTENSION OF TIME FOR BUILDING CONSENT



You can fill this form out, sign it and submit it electronically
Basic instructions on how to apply are at the end of this form.
For additional help go to: huttcity.govt.nz/apply-online.

Existing Consent No:

An up-to-date version of Adobe Reader is required to fill this form out online. Download for free  get.adobe.com/reader

TYPE OF EXTENSION

I wish to apply for an Extension of Time for:

STARTING THE BUILDING WORK (Work may not start within 1 year of the building consent being issued, and the building consent will lapse without this extension).

COMPLETING THE BUILDING WORK (Work may not be completed within 2 years of the building consent being granted).

THE BUILDING (project location)

Building name: [if applicable]

Building street address:

THE PROJECT

Description of the building work:

Current stage of the project:

Last inspection – type and date:

REASON FOR EXTENSION

Length of time requested:

Reason for requested time:

THE OWNER (must be completed and all details must be the owner's)

Owner's name: [for individuals, state the preferred for of title eg Mr, Mrs, Ms, Miss, Dr. For companies, trusts and other organisations provide a person's name].		
Address:		
Owner's contact details:	Landline:	Mob:
	After hrs:	Fax:
	Email:	

THE OWNER'S AGENT (only required if application is being made on behalf of owner)

Agent's name: [for individuals, state the preferred for of title eg Mr, Mrs, Ms, Miss, Dr. For companies, trusts and other organisations provide a person's name].		
Address:		
Agent's contact details:	Landline:	Mob:
	After hrs:	Fax:
	Email:	

SIGNATURES

Signed by the owner: Signature:..... Printed name:..... Date:.....	OR	Signed by the agent: [on behalf of, or with authority from the owner] Signature:..... Printed name:..... Date:.....
--	-----------	---

In signing this document electronically, and submitting it to Council, I declare that I am the person named in this document and that I am either the owner of the property to which the application relates, or the agent acting on behalf of the owner.

PRIVACY STATEMENT

Council may hold, use and disclose personal information you have provided:

- to communicate with you for Council purposes;
- to tell you about products and services it believes may be of interest to you; and
- to enable it to maintain its records and carry out its statutory functions.

You have the right under the Privacy Act 1993 to access, and have corrected, information held by Council, which is at 30 Laings Road, Lower Hutt 5040.

COUNCIL USE ONLY

Decision:	The application for extension of time is GRANTED.
	The extension is granted until:.....
	The application for extension of time is REFUSED.
REASON FOR granting or refusing to grant the extension is:	

HOW TO COMPLETE AND SUBMIT THIS FORM

Supporting documentation

This application must be submitted with a copy of the relevant documents from the current issued Building Consent and one copy of the same documents which shows clearly the proposed amendments.

ELECTRONIC SIGNATURES

Hutt City Council Environmental Consents Division will accept this application form with a digital signature created through Adobe or your existing digital signature. If you click on the pink arrow in the signature box, or choose 'Place signatures' from the tools menu on the right hand side, Adobe will prompt you to add your digital signature, or take you through the easy steps to create one.

HOW TO SUBMIT

Once you have completed and added the required signatures, please save it to your computer. You can then submit it with your supporting documentation by selecting 'Apply for it' under the 'Do it here' menu at huttcity.govt.nz.

If you would prefer to post or deliver your application, please print it, and send or deliver it to:

Environmental Consents Division
Hutt City Council
30 Laings Road
Private Bag 31912
Lower Hutt 5040

For enquiries, please phone 04 570 6666