

LAND INFORMATION MEMORANDUM

A land information memorandum, or LIM for short, is the most comprehensive report you can get on a property. Most people want a LIM because they are considering buying a residential or commercial property and want to find out as much as possible about it before making a final decision. This is a sensible idea. Vendors can also use a LIM to showcase their property to potential buyers and to streamline the sale of their property. A LIM will tell you a lot about a property, such as a history of building work, where pipes and other services run, whether there are any known hazards ... and a lot more.

Listed here are all the things you can expect to find in a LIM. (Note that some of what follows may not always appear in your LIM because the borough councils that amalgamated with Hutt City Council in 1991 had different ways of keeping records. Another reason may be that, in the case of house plans, some work was carried out without a building consent and therefore no plans were lodged with Council.)

Building card: A copy of the “building card” (an early means of record-keeping) that lists all the building permits and consents Council has issued for work at the property. (All work until 2010, when Council began digitising records, appears on the building cards. Work after that date appears separately.) The building card records the date the work was approved, the value of the work and a short description of the work.

Building information: If work has been carried out without a building consent and has been reported to Council, it will be noted on file and included in a LIM. So, too, will any claims under weathertight homes legislation, and, in fact, any legal action relating to the property, any earthquake-strengthening work carried out on the building, registered swimming/spa pools, and any building warrants of fitness (only applicable to a commercial or industrial building with “specified systems” or a residential home with a cable car).

Plans: You will get copies of any floor plans and elevation drawings of the building and any alterations or additions to it, together with any

code compliance certificates. These are a formal statement that building work complies with the building code of the time. A code compliance certificate does not accompany building permits issued before 1991 when changes to building legislation took effect. You can get more drawings and copies of pre-1991 permits held on file but not included in LIMs at the Council’s offices, or by doing a free online property search on our website at: huttcity.govt.nz/property-info.

Plumbing and drainage: Council-owned (and any privately owned) stormwater and sewer pipes will be shown on a plan and included in the LIM.

Deposited plan: Included will be a copy of the deposited plan, which has a diagram showing the lot’s boundary distances and sometimes the number of square metres.

Certificate of Title: A certificate of title shows current owner and interests, such as mortgages, encumbrances and easements (enabling others to use your land without actually owning it, the most common example being a council easement to run a sewer pipe along a boundary).

Aerial photograph: This gives a bird’s-eye view in colour of the property. Superimposed on the photo are the property’s boundary lines and lines indicating water, stormwater and sewer mains. Boundary lines are accurate to within 300 millimetres.

Planning matters: If any owners have obtained resource consents (permission to use land in a way not permitted by the city's District Plan or Resource Management Act 1991), it will show under this heading. You will see the date the resource consent was approved and a description of the approved work. Also shown will be any covenants or consent notices regarding the protection of vegetation. Technical reports (such as geotechnical, urban design or traffic assessments) accompanying resource consent applications will be included in the LIM. If the property is a business, the LIM may show food, liquor or trade waste licences in force. Any noise control and abatement notices will be shown.

Zoning information: This tells you what zone the property is in ("activity area" is the phrase Council uses), what rules apply in that area, whether there are protected trees on the lot, whether the property has anything of historical, cultural or archaeological interest, and whether any designations apply (applicable generally to land set aside for specified purposes, such as use by telecommunications firms, utilities and educational organisations).

Rates: This shows the annual rates charged on the property during a rating year (July 1st to June 30th the following year). Also shown are the property's capital value and land value. This value is used to calculate the general rates component of the property's annual rates.

Roads: Any long-term road projects planned in the vicinity of the property will be shown here. Any encroachments, that is, any buildings or parts of a building that extend beyond the boundary on to roading or Council reserve, will appear here.

Hazard information: In this category you will find details about whether the land was once used as a landfill or listed on Greater Wellington Regional Councils Selected Land Use Register (which records sites that fit the definitions in the Ministry for the Environment's Hazardous Activities and Industries List), whether any flooding has been recorded at the property, whether there have been reports of slips, falling debris or subsidence, and whether the land is prone to erosion. You will also find a pointer to the degree of liquefaction and ground-shaking the property may experience in an earthquake. The tsunami zone and wind zone in which the property is situated, together with its susceptibility to sea spray, is shown, too. You will also find links to various technical reports related to natural hazards that may face Hutt City.

A LIM report will advise if the building is within the scope of the earthquake prone buildings provisions of the Building Act 2004. Information regarding the seismic rating of the building will also be provided where this information is known.

Council schemes: Projects Council is planning in the area will be indicated on the LIM. An example would be its replacement of lateral sewer pipes (those that branch off from the main line, generally under the road or berm, to the boundary of private properties).

Historical material: Information held in Council's archives about the property before 1990 will be shown in the Archives Section.

Other information: Your LIM will include any other information Council considers relevant, along with information it thinks may be useful to anyone buying a property

Applying for a LIM

You may apply for a LIM

- [online](#)
- in person or
- by post

You may receive your LIM

- by email
- in person from the Council administration building (fees apply) or
- by post (fees apply)

Take a look at our website at huttcity.govt.nz/Services/lims/ for a copy of our fees list. You can also enquire at the Council administration building about the fees that apply.