

Building Setout & Location Certificate



Version: 2
Date: August 2024
Code: PS-193

Building consent number:	
Consent issued date (BC document)	
Property address: and/or Legal Description and/or Record of Title Reference (RT)	
Date Survey was undertaken:	
Survey firm name & job reference number	

Certification Stage

This certificate is reviewing Stage ____ of ____ as per the building consent required documentation, consent advice notes or as requested by the Building Consent Authority (BCA).

Surveyors Documents attached to this certificate include: (BCA will only accept certification with all surveyors' documents attached)

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Certification Type/s (as requested by Timaru District Council)

<input type="checkbox"/> Building Setout	<input type="checkbox"/> Building/Boundary Location	<input type="checkbox"/> Floor Level	<input type="checkbox"/> Recession Plane
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Certification Details

1. Horizontal Datum: (NZGD2000 Timaru 2000) Horizontal Datum (NZTM) Horizontal Datum (other)

Vertical Datum: Absolute (Local vertical datum) Absolute (NZVD2016) Relative (False assumed Datum)

Datum Name: _____ Origin point: _____ Reduced Level (R.L.): _____

Site Benchmark Description: _____ Reduced Level (R.L.): _____

Site level origin not provided as building location certificate only for boundary setbacks

2. Are the surveyed building elements in accordance with the dimensions shown on the approved building consent plans (within reasonable survey tolerances)?

Yes No

Note: If the answer is 'No' the owner or their agent must contact Council as variations will need to be assessed as a change to the building consent and may require a resource consent. This certificate and attached plan will be used to assist Council in this decision process.

3. What is the minimum specified floor level as detailed in the documentation?

RL = _____

Source of floor level: _____

4. **Notes for the onsite user:**

- It is your responsibility (the surveyor completing this information) to check the set-out information against the approved building consent issue plans for any changes to the building that may have occurred during the consent process.
- If offset marks have been placed, please refer to diagram below (or attached document in necessary)
- If required, please contact issuing surveyor for further interpretation.
- Please attach marked up plans, diagrams or photo's which clearly illustrates the site set out including levels, setbacks and site benchmark.
- Any plans or details attached or provided with this certificate must be relevant to and in accordance with the approved consented plans.

- If the siting of the building is not in accordance with the approved building consent plans, please highlight any changes, provide a summary and include any relevant documentation including photos.

5. Diagram/Comments:

Declaration

We have been engaged to carry out the necessary field survey(s) to establish the items above and believe on reasonable grounds that the information provided is true and accurate within reasonable survey tolerances.

The tolerances adopted are those within the Cadastral Survey Rules 2021.

I understand this certificate may be relied upon by the Building Consent Authority for the purpose of determining whether certain building work is/has been carried out in accordance with the relevant building consent as stated above.

Name of Licensed Cadastral Surveyor: *[print]*

Phone:

License Number:

Email:

Signature:

Date:

A copy of this certificate and all attachments must be uploaded via the consent portal:

- As a "required document" (refer to required documents within the relevant consent) or;
- As a "document upload request"