



On-Site Application for Minor Variation to Approved Plans

This application is to advise Tauranga City Council that the following minor variation is proposed to be undertaken on the building situation at the address listed below. Please refer to the government's website for guidance information about what constitutes a minor variation: <https://www.building.govt.nz/projects-and-consents/build-to-the-consent/making-changes-to-your-plans/minor-variations-guidance/>

It is the owner's (or authorised agent's) responsibility to notify Council of any changes to the approved plans under Section 40 of the Building Act 2004; this variation must be approved by the Building Inspector before work can proceed. If the variation involves restricted building work, the design must provide an amended certificate of works for the changes to the design work.

Minor Variation 1 of	<input type="text"/>	Building Consent No.	<input type="text"/>
Site address:	<input type="text"/>		
Owner/agent's name:	<input type="text"/>		
Postal address:	<input type="text"/>		Postcode: <input type="text"/>
Applicant's role in project:	<input type="text"/>		
Contact phone no:	<input type="text"/>		

- One copy of plans must accompany application (minimum A3 size)
- One copy of certificate of design work from the designer, if involving restricted building work
- One copy of this T-803 minor variation form must accompany application
- Variations must be agreed to by the owner or authorised agent

Record of variation

Please identify the location and changes of the variation. After completing the form, give all documentation to the inspector to verify and stamp documentation. After inspector has stamped documentation, the agent/owner must scan and load the documentation with the building consent number into Alpha.

Owner signature:	<input type="text"/>	Date:	<input type="text"/>		
Agents signature:	<input type="text"/>	Agent has written authority to act for owner	<table border="1" style="display: inline-table; border-collapse: collapse;"> <tr> <td style="width: 50px; text-align: center;">Yes</td> <td style="width: 50px; text-align: center;">No</td> </tr> </table>	Yes	No
Yes	No				

Location of changes in building

--

Identify changes made to the building element or product

Was	Altered or replaced?	Now

Removed or deleted building work (please describe item/s that will not be constructed)

--

Council use only:

The variation affects restricted building work Yes No
 (If yes, updated certificate of design work must be provided)

The variation is minor and does not materially affect compliance Yes No

Work may proceed Yes No

Variation Approved Declined

Inspector's signature:

Date:

Inspector's name:

Note: If the scope of work has been reduced, please check the computer to see whether an update is required to the description of work