



Building Pre-Inspection Report

Insert new location address.

Insert District

For: Manawatu District Council

Insert date of report.

1.0 GENERAL INFORMATION

1.1 Introduction

This Building Pre-Inspection Report has been prepared in accordance with the requirements of the Manawatu District Plan. It accurately records the external condition of the **Choose an item.** 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 Manawatu 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 Manawatu District Plan.

1.2 Applicants Contact Details

Applicant:	[Applicant (clients) name]
Contact address:	[Contact address]
Telephone:	
Email:	
Any Additional information:	
Agent:	[Authorised agent's name]
Contact address:	[Contact address]
Telephone:	
Email:	
Any Additional information:	

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1.3 Building Details

Type of building	[Dwelling house, garage, ancillary building]
Approximate age of building	Provide date range e.g. 1940-1950.
Brief Description	Number of storeys, approximate size, roof, walls, floor construction, additional features.
Proposed site address	Address of the intended site of the related building.
Site address where the building was inspected	Address
Proposed Use of Building	Dwelling House, Residential, Garage, Ancillary.
Previous Use of the Buildings	<i>[Relocated building must have been previously designed, built and used as a dwelling (Except previously used garage and ancillary buildings)]</i>
Is the building being split for transportation	Choose Yes or No.
Will the split affect wall cladding	Choose Yes or No. Details, numbers of sections, identify the location of the cut(s)
Will the split affect roof cladding	Choose Yes or No. Details, number of sections, identified the location of the cut(s)
Inspection Dates & Weather:	[Date and weather at the time of inspection]
Inspection by:	Name of Inspector.
Other persons present	Name of other parties present.
Building Consent Status	<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)*

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

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 Manawatu 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.

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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.

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:

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

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>	
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>	

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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.

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 Manawatu 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.

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.

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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

Destination Site Photographs

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

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

Additional Comments and Notes

Enter text.