

CHECKSHEET (Effective from May 2009)

Certificate for Public Use

Address: _____

COMPLETE FOR CERTIFICATE FOR PUBLIC USE APPLICATIONS ONLY

- Note: An application may be made for a Certificate for Public Use where:
- It is intended to occupy all or part of a building open to, or used by members of the public, and
 - A Building Consent for building work has been granted since 31 March 2005.
 - No Code Compliance Certificate has been issued, and
 - The area intended to be occupied is affected by the building work.

Customer Use		For office use only
<input type="checkbox"/>	<p>a Completed Application Completed Application for a Certificate for Public Use (ECB-FORM-437) and accompanying evidence of applicant's status.</p>	<input type="checkbox"/>
<input type="checkbox"/>	<p>b Plans Plans that clearly delineate the parts of the premises to which this application applies.</p>	<input type="checkbox"/>
<input type="checkbox"/>	<p>c Impact Analysis Analysis of the impacts of building work on areas intended to be occupied and proposals to mitigate those impacts. The analysis should consider, where relevant, impact on:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Access to occupied area, including access for people with disabilities, guarding of changes in level, and removal of conflict with construction traffic and material storage <input type="checkbox"/> Means of escape from fire including egress path width restriction, route changes and possible need for interim evacuation plans <input type="checkbox"/> Operation of specified systems including active fire alerting and suppression and any proposed compensatory temporary arrangements <input type="checkbox"/> Structural integrity and any temporary propping <input type="checkbox"/> Passive fire rating integrity and any proposed compensatory temporary arrangements <input type="checkbox"/> Building Environment including sealing off occupied areas from construction noise and dust, and maintenance of adequate ventilation <input type="checkbox"/> Sanitary facilities adequate for proposed occupant numbers and also for people with disabilities <input type="checkbox"/> Construction Area security 	<input type="checkbox"/>
<input type="checkbox"/>	<p>d Amended Compliance Schedule Required where there are temporary modifications to specified systems an amended compliance schedule is required to ensure that appropriate maintenance and testing is continued during the construction period.</p>	<input type="checkbox"/>

The following Councils developed this check sheet in partnership:
 Kapiti Coast District, Porirua City, Wellington City, Hutt City and Upper Hutt City.