

## Application for a minor variation to a building consent

(section 45A Building Act 2004)

A minor variation is a small change (addition or variation) to the consented plans and specifications after the building consent has been issued.

### Submit your application:

- [Online](#) – Note, please ***do not fill in this form*** if using the online form. Register to use our online service [here](#).
- In person (using this form) at the Building Services Enquiries desk, Civic Centre, 50 The Octagon Dunedin). **Note, this option impacts the time and cost associated with processing the application.**

### Important information (Further information about amending a building consent is available on our [website](#))

- This application is for approval from Dunedin City Council (DCC) to make a minor variation to the following building consent.
- Any changes to the building location or height can be processed as a minor variation as long as the new position complies with DCC Planning rules.
- Any change that effects restricted building work will require a certificate of design work.
- Any change that effects design for which a producer statement (PS1) was provided will require a revised producer statement.

### Fees:

The current fees are available on our [website](#). **Note, charges apply if the application is rejected.**

### Please complete all fields

Building Consent N°:		Project Address:	
Applicant's name (owner or agent):			
Email address:		Contact Phone N°:	
To be invoiced to:			
The minor variation has been agreed to by the owner? Yes <input type="checkbox"/> No <input type="checkbox"/>			
Has the owner changed since the building consent was issued? Yes <input type="checkbox"/> No <input type="checkbox"/> (If yes provide the new owner's name, mailing address and email address):			
Detailed description of minor variation (include details of what has changed and the reason for the change). Description can be continued over page:			
The following plans and specifications are attached to this application (attach only relevant plans, specifications or supporting documents):			
Signature of: <input type="checkbox"/> Owner / <input type="checkbox"/> Agent on behalf of and with the authority of the owner:			
Signature:		Date:	
Print Name:			

**ADDITIONAL INFORMATION OR COMMENTS RELEVANT TO THIS APPLICATION**