

# APPLICATION FOR EXTENSION OF TIME FOR BUILDING CONSENT



You can submit this application:

- through our portal here: <https://kiteworks.huttcity.govt.nz/form/property#/>, or
- deliver to the Council office at 30 Laings Road, Lower Hutt (please mark your envelope "Attention: Building Team" or ask our customer service staff to pass it to the Building Team), or
- post it to Hutt City Council, (Attention: Building Team) Private bag 31-912, Lower Hutt 5040.

Existing Consent No:

## TYPE OF EXTENSION

I wish to apply for an Extension of Time for:

**STARTING THE BUILDING WORK** (Work may not start within 1 year of the building consent being issued, and the building consent will lapse without this extension).

## THE BUILDING (project location)

Building name: [if applicable]

Building street address:

## THE PROJECT

Description of the building work:

Current stage of the project:

Last inspection – type and date:

## REASON FOR EXTENSION

Length of time requested:

Reason for requested time:

## THE OWNER (must be completed and all details must be the owner's)

<b>Owner's name:</b> [for individuals, state the preferred for of title eg Mr, Mrs, Ms, Miss, Dr. For companies, trusts and other organisations provide a person's name].		
<b>Address:</b>		
<b>Owner's contact details:</b>	<b>Landline:</b>	<b>Mob:</b>
	<b>After hrs:</b>	<b>Fax:</b>
	<b>Email:</b>	

## THE OWNER'S AGENT (only required if application is being made on behalf of owner)

<b>Agent's name:</b> [for individuals, state the preferred for of title eg Mr, Mrs, Ms, Miss, Dr. For companies, trusts and other organisations provide a person's name].		
<b>Address:</b>		
<b>Agent's contact details:</b>	<b>Landline:</b>	<b>Mob:</b>
	<b>After hrs:</b>	<b>Fax:</b>
	<b>Email:</b>	

## SIGNATURES

<b>Signed by the owner:</b>  Signature:.....  Printed name:.....  Date:.....	<b>OR</b>	<b>Signed by the agent:</b> [on behalf of, or with authority from the owner]  Signature:.....  Printed name:.....  Date:.....
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In signing this document electronically, and submitting it to Council, I declare that I am the person named in this document and that I am either the owner of the property to which the application relates, or the agent acting on behalf of the owner.

## PRIVACY STATEMENT

We collect, use and disclose personal information you provided:

- for the purpose(s) specified at the point of collection
- to communicate with you for council purposes
- to tell you about products and services we believe may be of interest to you, and
- to enable us to maintain our records and carry out statutory functions.

You have the right to ask for a copy of any personal information we hold about you, and to ask for it to be corrected if you think it is wrong. If you'd like to ask for a copy of your information, or have it corrected, please contact us at [informationmanagementteam@huttcity.govt.nz](mailto:informationmanagementteam@huttcity.govt.nz) or come in and see us at 30 Laings Road, Lower Hutt 5010. For more information see our [Privacy Policy | Hutt City Council](#)