



FINAL PLAN SUBMISSION

OWNERS DETAILS

NAME OF OWNER:	
ADDRESS:	
PHONE (DAY):	MOBILE:
EMAIL:	

PROJECT LOCATION

STREET ADDRESS:	
LOT NUMBER:	CT NUMBER:

AGENTS DETAILS

NAME OF AGENT:	
COMPANY:	
ROLE (ARCHITECT/DESIGNER/OTHER):	
PHONE (BUSINESS):	MOBILE:
EMAIL:	

WHAT TO INCLUDE WITH THE FINAL DESIGN SUBMISSION

Your Final Plan Submission must be accompanied by the following:

- This completed application form
- Documentation, one set of FULL sized plans, and one set reduced to A3, that include:
- Landscape / Site Plan (pref. 1:100 scale)
 - o The length and bearing of all boundaries, existing and proposed ground levels
 - o Utilities locations – existing and proposed
 - o Drainage and location / size of soakage pits
 - o Garages and any other accessory buildings, fences and walls, driveways, decks, patios and courtyards, swimming pools, greenhouses, playhouses and awnings
 - o Location, height and style of fences
 - o List of plants, including size, height at maturity and species
 - o Location of lawn area, trees, plants, ground cover areas and shrubs
- Building Plans (pref. 1:100 scale)
 - o Building plans, elevations showing roof slopes and building sections showing finished floor levels, finished ground levels and building heights from survey datum with existing levels and contours clearly marked
 - o Proposed site plan showing the position of building(s)
 - o List of external materials to be used
 - o Colours and materials clearly identified on plans
 - o Any rooftop equipment including antennae, satellite dishes, chimneys and exterior lighting
- Specifications and samples and colours of roof and exterior wall materials and of any special features
- Any other information that you think may be necessary
- Fee of \$400 + GST (\$460) to be paid by bank transfer to Beaches Developments Limited :
BNZ : 02-0108-0417000-000

Please help us to identify your payment by providing your name and the Lot number you are purchasing when making your payment.

ADDITIONAL POINTS

1. It is the owners' responsibility to ensure the building design complies with the Design Control Guidelines, covenants on the Title and the Thames – Coromandel District Council District Plan.
2. Please note that the fee allows for two hours of reviewing your file only. Further charges will apply at a rate of \$200 per hour should your application take more time. As such we strongly encourage you and your architect to have read through the design controls thoroughly and organised your application in advance to ensure an efficient review.
3. Information to be forwarded to: Beaches Developments Limited
 P.O. Box 105526
 Auckland 1143
 Attn: Design Control

I/we confirm that the above information is correct and I/we agree to pay all charges incurred in processing this application.

OWNERS SIGNATURE

NAME

DATE

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NAME

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