



PLAN APPROVAL APPLICATION / CHECKLIST

In accordance with the development covenants designed to protect your investment, there is a requirement to have your house plans approved prior to any building commencing on your site. This is a straight forward process and if everything is in order approvals are typically issued within 20 working days of receiving the necessary material.

Please complete the form below and forward this as a PDF document, along with all relevant attachments to: FHLDesign@feldsparcrossing.co.nz - If a Construction Bond is requested it must accompany this Application.

☐ 1. Owners Details

Name of Applicant: _____

Lot Owner (if different to above): _____

Subdivision Stage and Number: _____

Lot Number: _____

Street Address of Lot Number (if known): _____

Postal address of applicant: _____

Phone number of Applicant: _____

Email address of Applicant: _____

☐ 2. Builder / Architect Details

Company name: _____

Contact name: _____

Postal address: _____

Phone: _____

Email address: _____

☐ 3. House Details

Lot area in m²: _____

How many levels is the dwelling: _____

Total Floor area of dwelling (including garage)

in m²: _____

Height of dwelling (m): _____

Roof pitch of the dwelling (degrees): _____

☐ 4. Attachments to be included

☐ Site Plan (including the location of any retaining walls)

☐ Floor Plan

☐ All Elevations

☐ Landscape Plan (including fences, decks, pavers & planting)

☐ Fence Paint/Stain Colour

☐ 5. Exterior Materials & Colour Scheme

Exterior cladding: Materials: _____

Colours: _____

Roof cladding: Materials: _____

Colour: _____

Window Joinery colour: _____

Front Door colour: _____

Garage Door colour: _____

Fence Paint/Stain colour: _____

Processing

If everything is in order your plan approval will be processed and returned via email. The approval will consist of the information provided, which will be signed on behalf of the developer by our agent.

Office Use Only:

Date Application Received: _____ Date Further Information

Requested: _____

Date Further Information Received: _____

Approval

Date Approved: _____

Approved by: _____

Signature: _____