

Self-managing elevation of your property?

Top tips and key information for a successful mitigation project

Below we have outlined the basic steps of elevating/lifting a dwelling. There may be variations to this process as each property is unique and may have slightly different requirements.

Your Case Coordinator will be available to you throughout the duration of the elevation process.

PROCESS

1

Before any lifting can take place, a **bearing capacity report** will need to be undertaken on the property. This report will figure out how strong the ground is, and what size and depth the foundations need to be to support your lifted dwelling. This will need to be supplied by a Geotechnical practitioner with a **CPEng** or **PEngGeol** qualification.

2

A **Licensed Building Practitioner** will use the report to create a design inclusive of elevation of the home, foundation work, bracing and placement of piles etc. The design will need to include the necessary elevation of 500mm above the Gabrielle flood line.

NOTE: There are many kinds of Licensed Building Practitioner. This project will need a practitioner licensed in **design**.

3

The report and design must be submitted to the recovery team at Council to confirm eligibility for the grant funding, and must contain the following:

- Be addressed to the owner
- Include an opinion on whether it is feasible to lift/elevate the Dwelling, or recommend alternative mitigation works that would have the effect of mitigating an intolerable risk to life.
- Design must include mitigations that meet the requirement of Council e.g. house elevated to at least 500mm above Gabrielle flood lines

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The approved design will need to be submitted to Council's consents team as part of the standard consent application process. Many licensed building practitioners will work directly with Council on this step and submit the design and consent application as part of their service. Please liaise with the licensed building practitioner.

If your licensed building practitioner does not offer this step as part of their service, a suitable **Agent** may be able to assist with this process.

NOTE: More information on the consent application process can be found here: [Building consent process](#)

5

Once consent is granted, physical works can begin. You will need to contract the following services:

- House lifting
- Foundation works
- Carpentry work to re-establish access to your building
- Disconnection & reconnection of services e.g. plumbing, electricity, gas

This work all requires qualified trades people to complete. Some building companies will be able to manage the sourcing and coordination of these services. If the property owner manages the sourcing of contractors themselves, we suggest seeking a project manager to assist with the coordination of contractors for this step of the process.



6

Once the physical works are complete and your house has been elevated, a Code of Compliance Certificate application will need to be submitted to Council.

NOTE: Code of compliance application can be found here: [Application for Code Compliance](#)

7

After a Code of Compliance certificate is issued, the 2P categorisation can be removed from the property.

PAYMENT OF CONTRACTORS

The signed funding agreement will detail all works eligible for funding under the policy. It is up to the property owner if they wish to access the funding available to them before or after physical works.

Payment of contractors should work roughly as follows:

- Contractor performs a service
- Contractor invoices property owner
- Property owner sends invoice to Council
- Council process invoice
- Council pays property owner to their nominated bank account
- The property owner can choose to pay the contractor once they receive the invoice and before they receive funding from Council, or after they receive funding from Council.

Most contractors should be familiar with this process. Deposits may be required by contractors. Council staff will be available to assist with any queries in this area throughout the lifting process.

More information on funding is available in the policy and process guidelines.

RECOMMENDED CONTRACTORS

There are many local and non-local contractors who can complete the necessary works. Your Case coordinator can provide recommendations of reputable and local contractors.

You can search the register for engineers and practitioners.

Engineers: [Find an engineer \(engineeringnz.org\)](http://engineeringnz.org).

Licensed Building Practitioners: [Practitioner Search \(mbie.govt.nz\)](http://mbie.govt.nz).