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Project Information Memoranda (PIM)

Project Information Memoranda (or PIM as they are commonly referred to) are Council issued documents under Section 34 of the Building Act 2004. The Land Information Memorandum (LIM) has a different purpose. A Project Information Memoranda must be obtained for all building work that requires a Building Consent.

They are the first step in the process to gain legal approval for building work.

Project Information Memoranda provide information relevant to the proposed project that is known to Council about land including such features as:

- Potential inundation/flood risk
- Potential erosion
- Falling debris
- Subsidence
- Slippage
- Heritage status of the building
- Identification of cut and filled land
- Wind zone
- Vehicle crossing requirements
- The possible presence of hazardous contaminants
- Details of stormwater, and waste water utilities systems
- Resource Consents and other authorisations that may be required
- Need for an evacuation scheme where applicable
- Site vehicular access restrictions during construction work
- Notification of any Development contribution that may be payable
- Any notification that building work cannot be undertaken because some necessary authorisation has been refused despite there having been a Building Consent issued.
- Confirmation that building work may be undertaken subject to the requirements of any Building Consent, Resource Consent or all other necessary authorisations being obtained.

For Project Information Memorandum purposes the term land means the land on which building work is to be undertaken and any other land likely to be affected by that work.

Project Information Memoranda should be issued within 20 working days of the application receipt date provided all required information is supplied with the application.