

## Making an Application

Applications must be made on the official LIM application form, and completed in full, in order to correctly identify the property concerned, however action will not commence until the fee is received by Council.

Application forms are available from the Customer Service Centre, Civic Administration Building, The Square, Palmerston North or by visiting the PNCC website [www.pncc.govt.nz](http://www.pncc.govt.nz).

## How is a LIM processed?

We are required by law to issue a LIM within 10 working days, provided all necessary information has been supplied at the time of application.

Fees for a LIM are contained in the Fees and Charges Building Services Schedule. NB: Fees charged relate to the time spent in researching Council files.

## Confidentiality

Should the property you are seeking information on be marked 'Confidential' then limited information will be able to be released.



**Palmerston North City Council**

W [pncc.govt.nz](http://pncc.govt.nz) | E [info@pncc.govt.nz](mailto:info@pncc.govt.nz) | P 356 8199  
Private Bag 11034, The Square, Palmerston North, 4442

Palmerston North City Council

# Building Services

## LAND INFORMATION MEMORANDUM (LIM)

### INFORMATION BOOKLET

As defined in the Local Government  
Official Information and Meetings Act 1987



## Introduction

A Land Information Memorandum (LIM) is a report prepared by the Council providing information from its records on matters affecting the land and any buildings on a particular property.

The following people may require a LIM:

- Property Buyers and Sellers
- Real Estate Agents
- Valuers
- Solicitors
- Lenders and Insurers

If buying a property, a LIM may answer some important questions that need to be asked about the land or any buildings on the property. A LIM will tell you what the Council knows about the property or any issues that may affect it. Knowledge of this information may be vital before a property purchase is finalised.

When selling a property, you have a responsibility to disclose important information about your property.

If you are a professional assisting a property buyer or seller, you have a responsibility to be aware of information in these reports when giving your advice.



## What Info is in a LIM?

- A. Information on special land features including potential
  - erosion
  - avulsion (removal of land by water action)
  - falling debris
  - subsidence
  - slippage
  - alluvion (the deposition of silt from flooding)
  - inundation (flooding)
  - presence of hazardous contaminantswhich are likely to be relevant to land, is known to the Council and is held in Council's records.
- B. Information on public and private stormwater and sewerage drains as shown in Council's records.
- C. Information relating to Rateable Valuation and any outstanding rates owing on the land.
- D. Information concerning any certificate, permit/consent, notice, order or requisition affecting the land or any building on the land previously issued by the Council (whether under the Building Act 2004, or any other Act).
- E. Information concerning any certificate issued by a Building Consent Authority pursuant to the Building Act 2004.
- F. Information relating to the use to which LAND may be put, and conditions attached to that use.
- G. Information, which in terms of any other Act, has been notified to the Council by any statutory organisation (ie Historic Places Trust or the Department of Conservation) which has the power to classify LAND and BUILDINGS for any purpose.
- H. Information which has been notified to the Council by any network utility operator pursuant to the Building Act 2004.

*Note: For information relating to gas and electrical services please contact the appropriate supply authority.*