



# FINAL INSPECTION REQUIREMENTS BEFORE ISSUE OF CODE COMPLIANCE CERTIFICATE

**INSPECTIONS WILL NOT BE CARRIED OUT UNLESS THE APPROVED PLANS AND DOCUMENTS ARE ON SITE.**

**Please allow 24 hours notice for inspections**

Upon completion of building works a final inspection needs to be carried out. An Application for Code Compliance Certificate (supplied with your building consent documents) will also be requested at this stage. Note: Council has 20 working days from the final inspection to issue or refuse to issue a Code Compliance Certificate.

Check the conditions of building consent for any Producer Statements, Supporting Evidence Documents, energy works certificates etc. required before a Code Compliance Certificate will be issued. If not provided before or at time of final inspection, this can hold up issue of Code Compliance Certificate.

Below is a checklist of items that are required to meet compliance at time of final inspection. Not all may be required for each project, however please ensure that items applicable to your job are complete when you request a final inspection.

**If not complete, extra inspections may be required which can incur extra costs. Any inspections carried out after two years from the date the consent was issued will be charged at the current inspection rate.**

### Restricted Building Work

- Memorandum of Works

### General

- Application for CCC signed by owner/agent
- Compliance schedule/statement
- Alarm test certificates
- FPIS sign off (fire safety systems)
- PS4 and producer statements
- Drainage as-laid plans
- Smoke Alarms
- Certificate for tanking
- Producer statements
- Supporting Evidence Documents eg tanking, water tests
- Energy works certificates (electricity/gas)

### Exterior

- Building height above ground
- Height of landscaping
- Gully traps, sealing of wastes through back, overflow relief and protection
- Downpipes clipped

- TV clipped, positioning
- Air vents for extraction systems, range hood etc
- HWC vent pipe support
- Flashing/sealing of windows
- Parapet and roof flashings
- Internal gutters, falls overflows
- Verandah post/beam fixings
- Cladding control joints
- Sealing - exterior claddings
- Safety barriers
- Enclosed decks overflow
- Gas bottle location, base & fixings
- Accessible entrance/handrails/ nibs/ gradients/ level platform/
- Signs - carparking

### Interior

- Insulation placement
- Tempering valve – water temp
- Lagging of exhaust pipe
- Seismic restraint supply tank
- Tank stand structure

- HWC seismic restraint
- Sealing of sanitary fittings
- Sealing back of vanities, baths, kitchen tops
- Heat shield behind hot plates
- Floor finishing to wet areas
- Wet venting
- Wc's/Urinals, venting, flushing and water saving
- Mechanical ventilation
- Handrails, stairs, balustrades
- Balconies, decks
- Fire cell layout
- Firewall stopping, fire seals and collars
- Warning systems/smoke alarms
- Safety glass
- Accessible facilities / hardware
- Access routes, width, slope, non slip
- Auto opening / release doors
- Signs – Accessible and Exit