

Inspection Requirements

Inspections are required to verify compliance with details described on the approved plans and specifications and to ensure that the building work complies with the approved building consent. The consent will list the inspections required.

It is important to have all of your documentation on site and available for each inspection. An inspection cannot go ahead without all the building consent construction documentation including plans and specification and if they are not available a re-inspection may be required at your cost.

Extra inspections carried out over and above the number estimated/paid for at the time of issue of the building consent will be invoiced on completion and must be paid before a Code Compliance Certificate will be issued.

As of 1 July 2016, the current inspection fee applies for any inspections carried out more than two years after the consent was issued. For prepaid inspections, the balance between the fee paid and the current fee (or fee applicable at time of inspection) will apply.

The owner/builder should request an inspection at least 24 hours in advance.

INSPECTIONS BY OTHER PARTIES

- Sometimes it is necessary for specialists to conduct inspections in addition to or in lieu of inspections carried out by the Council and you will usually be advised at the time consent is issued.
- Typically these types of inspections may involve having a Geotechnical Engineer confirm ground stability or having an aspect of specific structural design checked by a registered engineer. Please ensure you read your consent documents carefully before commencing work. A Producer Statement - Construction Review (PS4) may be required.

Types of Inspections

SUB FLOOR PLUMBING AND DRAINAGE

- Plumbing to be ready for inspection and drains completed, but uncovered. Pressure test.
- Where pipework has been installed under the floor slab it should be inspected before it is covered by hard fill and Damp Proof Membrane (DPM).

PILE HOLES / FOUNDATIONS

- *BEFORE ANY CONCRETE IS POURED*, this includes pile and/or pole holes.
- Location of the structure in relation to the property boundaries is clearly identifiable (demonstrated by a boundary peg location, or surveyor's building location certificate).
- Foundation excavation and soil bearing capacity.
- All trench and footing excavations, required formwork is completed and reinforcement is in place.
- Services into the building have been suitably placed.
- For timber floors, adequate ventilation is provided to subfloor space and meets minimum distance to ground.
- When holes are excavated prior to pile installation, pile holes are to be correct depth, clean & free of water.

CONCRETE FLOOR SLAB (ON GROUND)

- When all fill compaction is complete, moisture proof membrane placed, reinforcing steel installed and supported, plumbing and drainage services installed, *AND BEFORE ANY CONCRETE IS POURED*.
- Where pipework has been installed under the floor slab it should be inspected before it is covered by hard fill and Damp Proof Membrane (DPM).
- When all plumbing and drainage pipes have been installed (and are under water test for AS 3500 only).
- DPM is placed with all laps and penetrations sealed, reinforcing in position with chairs, as appropriate.
- Additional steel is in place for slab thickenings and corner bars.

PRE- EXTERNAL CLADDING (Mechanical fixings, cavities, flashing etc) can include:

- All roof trusses, purlins/wall framing, including exterior sheet bracing and brace fixings are complete.
- All fixings including purlin, truss to top plate, top plate to stud and stud to bottom plate are checked but before roof cladding and building wrap have been installed.
- Check subfloor connections, joist sizing, required blocking, suspended plumbing pipe work.

- Relocated dwellings require a subfloor inspection prior to the base boards being fitted.
- Subfloor insulation is in place and adequate subfloor ventilation is provided.
- When building wrap fixed in place and sill/flashing tape is complete at openings.
- Wrap fixed in place, strapped to prevent bulging and trimmed to avoid hanging below the cladding system.
- Cavity cladding systems - cavity battens, cavity closers and associated flashings are in place.
- All associated flashings around the windows, doors and openings should be in place.
- Primary flashings: flashings in place on the exterior of the building.
- Secondary flashings: back flashings and flashing tape in place around the wraps.
- Lintel bars may also be in place at this inspection.

BLOCKWORK

- Block work is completed, reinforcing in place. Wash-out/clean-outs open to allow inspection of reinforcing to verify reinforcing, block sizes, tie bars, lintels, cavities etc.

BRICKWORK

- Brick work is completed to half way up between the foundation and soffit. All associated flashings around the windows, doors and openings should be in place. Cavity width is correct and cavity is clear of all debris. Brick ties correctly spaced and clean. All penetration through the building wrap must be sealed.

DRAINAGE

- All drainage work is complete outside the building footprint, left open & under test – before any backfilling.
- As built drainage plan has been completed. Council requires the as built drainage plan as part of the information requested for code compliance.

INSULATION – SKILLION OR FLAT ROOFS

- When all insulation material is in place, but *PRIOR TO ANY ROOFING MATERIALS BEING FIXED*.

PRE-LINE

- The building must be weathertight - all exterior cladding, windows, doors etc have been fixed in place
- All structural components (including bracing and brace fixings) completed and wall insulation in place.
- All internal plumbing is complete and plumbing pipe work is under pressure test.
- Moisture content is checked. Location of electrical fittings checked.
- Structural fixings may be rechecked. Metal angles fitted to tile shower corners.
- Wet area membrane: When all outlets have been installed and the water proofing membrane is in place, ensuring reinforced corners are fitted.
- Roofs and decks: When the substrate for the water proofing membrane is complete with all outlets installed. Substrate is prepared to a standard suitable for placement of the membrane.

PLUMBING

- All internal plumbing is complete and plumbing pipe work is under pressure test.
- Moisture content, mechanical fixings, timber treatment and location of electrical fittings checked.

POST LINE

- When all the internal wall and ceiling linings have been fixed in place (*BUT PRIOR TO FIXING OF CORNICES OR SKIRTINGS OR GIB STOPPING*).
- Bracing element(s), wet line noise, smoke line and fire linings correctly fixed per design and manufacturer instructions.

EXTERNAL WORKS (retaining walls, siting, post holes, footings, drainage design engineer, reinforcing)

- The installation of the water proofing membrane system (including the protection of the water proofing membrane) and sub-soil drainage system prior to the backing of the retaining wall with free draining fill. Filter cloth is in place to protect retaining wall drainage.

FINAL INSPECTION

- When building work is complete and can include: installation of insulation materials in roof cavities; provision of fire requirements, steps/ramps required for egress from the building, installation of chimneys and space heaters.
- Required paper work must be provided, including but not limited to: Application for Code Compliance Certificate, construction statements, energy work certificates, and any as built drawings.
- For residential properties: include installation of smoke alarms.
- For commercial properties: all systems identified as necessary for a Compliance Schedule must be installed and operational and any test certificates by installer provided.
- A Final Inspection Requirements information sheet is available for further guidelines (BAM 456).

For inspections contact: Westport: 788-9111 or Reefton: 732-8821