

## Hutt City Council

CCC final		
Building consent number:		
Site address:		
Building owner(s)	Name(s): Contact details:	
Location of building or building work within site/block number/building:		
Description:	This inspection is to check the completion of all building work granted in the building consent.	
When to book this inspection	Book this inspection when all building work granted in the building consent has been completed.	
Building Inspector:	Name:	Warrant number:
Inspection date and time:	Click or tap to enter a date.	Time:
Inspection attendees:		
Next inspection:		
General		
Items to be checked	Help Text	
Outstanding items from previous inspection(s)	<p><i>Are there any outstanding items from previous inspection(s).</i></p> <p><i>If yes, fail the inspection.</i></p>	
Approval for any major changes to the granted building consent	<p><i>Check whether any changes to the granted building consent are going to be made or have been made.</i></p> <p><i>If a major change(s) is to occur or has occurred, has an application for an amendment to the building consent been made or issued?</i></p> <p><i>If no, take necessary enforcement actions.</i></p> <p><i>If the major change(s) affects the building work being inspected and no amendment to the</i></p>	

	<i>building consent has been issued for the major changes, fail the inspection.</i>
An on-site copy of issued building consent documentation	<i>Is a copy of issued building consent documentation on site? If no, fail the inspection.</i>
Building work ready for inspection	<i>If no, the inspection is failed.</i>
Use of building products or building methods that have been banned or have warnings issued	<i>1) Check for the use of any building products or building methods that have been banned by MBIE. If used, fail the inspection.  2) Check for the use of any building products or building methods that have had warnings issued by MBIE. If used, check if building code compliance is compromised. If building code compliance is compromised, fail the inspection.</i>
Site instructions	<i>Check the land and any other structures for potential breaches of the Building Act 2004 and risks to people, property, and public infrastructure.</i>

**Documentation - all documentation required for this inspection, excluding the on-site copy of the issued building consent documentation, must have been uploaded onto the building consent file in Objective Build prior to the applicant requesting the inspection booking. If the required documents are not on the building consent file, then the inspection booking will be declined.**

- Application for Code Compliance Certificate (CCC)
- Installation certificate from an approved solid fuel heater installer for freestanding solid fuel heater

### **Solid fuel heater**

<b>Items to be checked</b>	<b>Help Text</b>
Installation to manufacturer's specifications	<i>Has the solid fuel heater been installed as per the manufacturer's specifications that have been granted in the building consent?</i>
Flue support	<i>Have the supports to the flue been constructed as per the building consent?</i>

Side clearance (measure)	<p><i>Are the side clearance distances constructed as per the building consent?</i></p> <p><i>Measure and record side clearance distances.</i></p>
Front clearance (measure)	<p><i>Is the front clearance distance constructed as per the building consent?</i></p> <p><i>Measure and record front clearance distance.</i></p>
Domestic fire alarm system	<p><i>1) Is the location of the domestic smoke alarm(s) as per the building consent?</i></p> <p><i>2) Is the domestic smoke alarm(s) working?</i></p>
Seismic restraint	<p><i>Have the seismic restraints been installed as per the building consent?</i></p>
Back clearance to mantle	<p><i>Is the back clearance distance to the mantel constructed as per the building consent?</i></p> <p><i>Measure and record back clearance distance to the mantel.</i></p>
Side clearance to mantle	<p><i>Are the side clearance distances to the mantel constructed as per the building consent?</i></p> <p><i>Measure and record the side clearance distances to the mantel.</i></p>
Heat deflector	<p><i>Has a heat deflector been installed as per the building consent?</i></p>
Wetback	<p><i>1) Has the pipework been installed as per the building consent?</i></p> <p><i>2) Is the material of the pipework as per the building consent?</i></p> <p><i>3) Has an open vent pipe has been connected as per the building consent?</i></p>

<b>Building</b>	
<b>Items to be checked</b>	<b>Help Text</b>
Visual awareness	<i>Has visual awareness to the outside environment been provided as per the building consent?</i>
Ventilation to habitable rooms	<i>Has ventilation to habitable rooms within the building been provided as per the building consent?</i>
Ceiling insulation	<i>Check whether the following items regarding ceiling insulation are as per the building consent:</i> <ol style="list-style-type: none"> <li>1) R-value</li> <li>2) Installation of ceiling insulation</li> </ol>
Tenancy Sound Transmission Class (STC) and Impact Insulation Class (IIC)	<ol style="list-style-type: none"> <li>1) <i>Is the STC for the wall(s), floor(s) and/or ceiling(s) as per the building consent?</i></li> <li>2) <i>Is the IIC for floor(s) as per the building consent?</i></li> </ol>
Domestic fire alarm system	<ol style="list-style-type: none"> <li>1) <i>Is the location of the domestic smoke alarm(s) as per the building consent?</i></li> <li>2) <i>Is the domestic smoke alarm(s) working?</i></li> </ol>
Fire and smoke separations	<i>Are the fire and smoke separations been constructed as per the building consent?</i>
Stairs	<i>Check whether the following items have been constructed as per the building consent:</i> <ol style="list-style-type: none"> <li>1) Risers</li> <li>2) Treads</li> <li>3) Stringer size</li> <li>4) Landings</li> <li>5) Width</li> <li>6) Height clearances</li> </ol>

Handrails	<p><i>Are handrails installed as per the building consent?</i></p> <p><i>Measure and record height of handrails.</i></p>
Balustrades/Barriers	<p><i>Check whether the following items have been constructed as per the building consent:</i></p> <ol style="list-style-type: none"> <li><i>1) Height of balustrades/barriers</i></li> <li><i>2) Opening size within balustrades/barriers (if applicable)</i></li> <li><i>3) Fixings to other members</i></li> <li><i>4) Post spacing</i></li> </ol>
<b>Service rooms (includes laundry)</b>	
<b>Items to be checked</b>	<b>Help Text</b>
Safety glass	<i>Is safety glass used in the window(s) and door(s) as per the building consent?</i>
Window stays	<i>Have window stays been installed as per the building consent?</i>
Floor finishes and containment	<ol style="list-style-type: none"> <li><i>1) Have floor finishes been applied and/or sealed as per the building consent?</i></li> <li><i>2) Is free water contained as per the building consent?</i></li> </ol>
Wall finishes	<i>Have wall finishes been applied and/or sealed as per the building consent?</i>
Extract fans	<i>Have extract fans been installed as per the building consent?</i>
Sanitary fixtures secure	<i>Have sanitary fixtures been secured as per the building consent?</i>
Sanitary fixtures sealed	<i>Have sanitary fixtures been sealed as per the building consent?</i>
Waste traps vented	<i>Are the waste traps vented as per the building consent?</i>

Floor waste gully	<i>Have floor waste gullies been installed as per the building consent?</i>
Vermin proofing	<i>Has vermin proofing been constructed as per the building consent?</i>
<b>Kitchen</b>	
<b>Items to be checked</b>	<b>Help Text</b>
Wall finishes	<i>Have wall finishes been applied and/or sealed as per the building consent?</i>
Floor finishes and containment	<ol style="list-style-type: none"> <li>1) <i>Have floor finishes been applied and/or sealed as per the building consent?</i></li> <li>2) <i>Is free water contained as per the building consent?</i></li> </ol>
Extract fans	<i>Have extract fans been installed as per the building consent?</i>
Waste traps vented	<i>Are the waste traps vented as per the building consent?</i>
Dishwasher and fixtures	<i>Are kitchen appliances such as dishwasher and fixtures such as kitchen sink installed as per the building consent?</i>
Stove/hob clearance	<ol style="list-style-type: none"> <li>1) <i>Are the clearance distances from the stove/hob to combustible surfaces as per the building consent?</i></li> <li>2) <i>Is the clearance distance from the stove/hob to the rangehood as per the building consent?</i></li> </ol>
<b>Gas hot water systems</b>	
<b>Items to be checked</b>	<b>Help Text</b>
Seismic restraint	<i>Have the hot water cylinders been seismically restrained as per the building consent?</i>
Safe tray	<ol style="list-style-type: none"> <li>1) <i>Has safe tray for hot water cylinder been installed as per the building consent?</i></li> <li>2) <i>Is the size of the drain for the safe tray as per the building consent?</i></li> </ol>

	3) Does the drain for the safe tray discharge to a location that is as per the building consent?
Tundish	Have tundishes been installed as per the building consent?
Temperature	Is the temperature of the hot water provided to sanitary fixtures and sanitary appliances used for personal hygiene as per the building consent?  Record temperature readings.
Tempering and cold water expansion valve	1) Has the tempering valve been installed as per the building consent? Test the tempering valve.  2) Has the cold water expansion valve been installed as per the building consent? Test the cold water expansion valve.
Isolating valve/non-return valve	1) Has the isolating valve been installed as per the building consent?  2) Has the non-return valve been installed as per the building consent?
Relief drain/pipe	Check whether the following items regarding the relief drains for hot water cylinders are as per the building consent:  1) Material  2) Size  3) Gradient  4) Joints  5) Bends  6) Discharge location  7) Freezing protection (If applicable)
Pipe insulation	Has pipe insulation been installed as per the building consent?
Cylinder flue	Has the cylinder flue been installed as per the building consent?

Solar/wetback	<p>1) Has the solar water heater(s) been installed as per the building consent?</p> <p>2) Has the wetback water heater(s) been installed as per the building consent?</p>
Open vent	Has the vent pipe been installed as per the building consent?
<b>Electric water systems</b>	
<b>Items to be checked</b>	<b>Help Text</b>
Seismic restraint	Have the hot water cylinders been seismically restrained as per the building consent?
Safe tray	<p>1) Has safe tray for hot water cylinder been installed as per the building consent?</p> <p>2) Is the size of the drain for the safe tray as per the building consent?</p> <p>3) Does the drain for the safe tray discharge to a location that is as per the building consent?</p>
Tundish	Have tundishes been installed as per the building consent?
Temperature	<p>Is the temperature of the hot water provided to sanitary fixtures and sanitary appliances used for personal hygiene as per the building consent?</p> <p>Measure and record temperature readings.</p>
Tempering and cold water expansion valve	<p>1) Has the tempering valve been installed as per the building consent? Test the tempering valve.</p> <p>2) Has the cold water expansion valve been installed as per the building consent? Test the cold water expansion valve.</p>
Isolating valve/non-return valve	<p>1) Has the isolating valve been installed as per the building consent?</p> <p>2) Has the non-return valve been installed as per the building consent?</p>



Relief drain/pipe	<p>Check whether the following items regarding the relief drains for hot water cylinders are as per the building consent:</p> <ol style="list-style-type: none"> <li>1) Material</li> <li>2) Size</li> <li>3) Gradient</li> <li>4) Joints</li> <li>5) Bends</li> <li>6) Discharge location</li> <li>7) Freezing protection (If applicable)</li> </ol>
Pipe insulation	<p>Has pipe insulation been installed as per the building consent?</p>
Solar/wetback	<ol style="list-style-type: none"> <li>1) Has the solar water heater(s) been installed as per the building consent?</li> <li>2) Has the wetback water heater(s) been installed as per the building consent?</li> </ol>
Open vent	<p>Has the vent pipe been installed as per the building consent?</p>
<b>Exterior</b>	
<b>Items to be checked</b>	<b>Help Text</b>
Base ventilation and access	<ol style="list-style-type: none"> <li>1) Has sub-floor ventilation been provided as per the building consent?</li> <li>2) Has access to subfloor framing been constructed as per the building consent?</li> </ol>
Floor clearance	<p>Are the clearances to finished ground levels as per the building consent?</p> <p>Measure and record clearance distances.</p>

Wall cladding clearance	<p><i>Are the clearances to finished ground levels as per the building consent?</i></p> <p><i>Measure and record clearance distances.</i></p>
Wall cladding sealed	<p><i>Has the wall cladding(s) been sealed as per the building consent?</i></p>
Deck to wall cladding clearance	<p><i>Has the clearance between the deck and wall cladding been constructed as per the building consent?</i></p> <p><i>Measure and record the clearance between the deck and wall cladding.</i></p>
Access to deck membrane	<p><i>Has access to the deck membrane been provided as per the building consent?</i></p>
Balustrades	<p><i>Check whether the following items have been constructed as per the building consent:</i></p> <ul style="list-style-type: none"> <li><i>1) Height of balustrades</i></li> <li><i>2) Opening size within balustrades (if applicable)</i></li> <li><i>3) Fixings to other members</i></li> <li><i>4) Post spacing</i></li> </ul>
Handrails	<p><i>Are handrails installed as per the building consent?</i></p> <p><i>Measure and record height of handrails.</i></p>
Stairs	<p><i>Check whether the following items have been constructed as per the building consent:</i></p> <ul style="list-style-type: none"> <li><i>1) Risers</i></li> <li><i>2) Treads</i></li> <li><i>3) Landings</i></li> <li><i>4) Width of stairs</i></li> <li><i>5) Construction of stairs</i></li> </ul>

Sumps	<i>Have sumps been installed as per the building consent?</i>
Subsoil drainage	<i>Has the subsoil drainage been constructed as per the building consent?</i>
Driveway/sealed areas	<i>Have the driveway(s) and/or sealed areas been constructed as per the building consent?</i>
Driveway stormwater control	<i>Has the driveway stormwater control been constructed as per the building consent?</i>
Venting/Air Admittance Valves	<i>Has venting for plumbing and drainage work been constructed as per the building consent?</i>
Swimming pool/spa pool	<i>Is the swimming pool or the spa pool constructed as per the building consent?</i>
Window scribes	<i>Have window scribes been installed as per the building consent?</i>
Flashings	<i>Are the flashings installed as per the building consent?</i>
Vertical and horizontal control joints for wall claddings	<i>Are the vertical and horizontal control joints constructed as per the building consent?</i>
Penetrations to claddings	<i>Are the penetrations to claddings sealed as per the building consent?</i>
Vermin proofing	<i>Has vermin protection to the wall cladding cavity been provided as per the building consent?</i>
External cladding integrity	<i>Is the external claddings' integrity as per the building consent?</i>
Haunching of gullies	<i>Has the haunching of gullies been constructed as per the building consent?</i>
Waste termination	<i>Has the waste termination been constructed as per the building consent?</i>
Vent cowls	<i>Have vent cowls been installed as per the building consent?</i>
Overflow relief gully and reflux valves	<ol style="list-style-type: none"> <li>1) <i>Has an overflow relief gully been installed as per the building consent?</i></li> <li>2) <i>Have reflux valves been installed as per the building consent?</i></li> </ol>

Backflow prevention device	<i>Have backflow prevention devices been installed as per the building consent?</i>
Non-return valve/air gap	<p>1) <i>Has a non-return valve been installed as per the building consent?</i></p> <p>2) <i>Have air gaps been established as per the building consent?</i></p>
Step down to ground	<i>Has the step down to ground been constructed as per the building consent?</i>
Secondary plumbing system	<i>Has the secondary plumbing system been constructed as per the building consent?</i>
Secondary flow	<p><i>Has secondary flow been addressed as per the building consent?</i></p> <p><i>Take sufficient photos to show how the secondary flow has been addressed.</i></p>
Vehicle crossing, footpath and/or berm damage	<i>Is there any damage to a vehicle crossing, footpath and/or berm? If there is, inform the Transport Team.</i>
<b>Timber and membrane decks</b>	
<b>Items to be checked</b>	<b>Help Text</b>
Step down from interior	<p><i>Is the step down from floor level / threshold level constructed as per the building consent?</i></p> <p><i>Measure and record step down distance.</i></p>
Outlet drain	<p><i>Are the outlet drains constructed as per the building consent?</i></p> <p><i>Measure and record outlet drain size.</i></p>
Overflow drain	<p><i>Are the overflow drains constructed as per the building consent?</i></p> <p><i>Measure and record overflow drain size.</i></p>
Waterproof membrane	1) <i>Is the material used for the waterproof membrane as per the building consent?</i>

	<p>2) <i>Is the waterproof membrane installed as per the manufacturers' specifications that are in the granted building consent?</i></p>
Balustrades	<p><i>Check whether the following items have been constructed as per the building consent:</i></p> <ol style="list-style-type: none"> <li>1) <i>Height of balustrades</i></li> <li>2) <i>Opening size within balustrades (if applicable)</i></li> <li>3) <i>Fixings to other members</i></li> <li>4) <i>Post spacing</i></li> </ol> <p><i>Measure and record balustrade height.</i></p>
Timber size/spacing/span	<p><i>Check whether the following items are as per the building consent:</i></p> <ol style="list-style-type: none"> <li>1) <i>Size</i></li> <li>2) <i>Spacings</i></li> <li>3) <i>Span</i></li> </ol>
Downpipe discharging clear of deck	<p><i>Are the downpipes discharging clear of deck?</i></p>
Timber treatment and grade	<p><i>Check whether the following items are as per the building consent:</i></p> <ol style="list-style-type: none"> <li>1) <i>Timber treatment, including treatment of cuts</i></li> <li>2) <i>Timber grade</i></li> </ol>
Steel fixing/connection protection	<p><i>Is the steel fixing/connection protection as per the building consent?</i></p>
Steps	<p><i>Check whether the following items have been constructed as per the building consent:</i></p> <ol style="list-style-type: none"> <li>1) <i>Risers</i></li> <li>2) <i>Treads</i></li> <li>3) <i>Landings</i></li> </ol>

	<p>4) <i>Width of steps</i></p> <p>5) <i>Construction of steps</i></p>
Deck slope	<p><i>Is the slope of deck as per the building consent?</i></p> <p><i>Measure and record the slope of deck.</i></p>
Deck to wall cladding clearance	<p><i>Has the clearance between the deck and wall cladding been constructed as per the building consent?</i></p> <p><i>Measure and record the clearance between the deck and wall cladding.</i></p>
Decking clearance to membrane	<p><i>Is the clearance from the decking to the membrane as per the building consent?</i></p>
<b>Roof</b>	
<b>Items to be checked</b>	<b>Help Text</b>
Roof type	<p><i>Is the roof type as per the building consent?</i></p> <p><i>Record the roof type.</i></p>
Flashings	<p><i>Are the flashings installed as per the building consent?</i></p>
Fixings	<p><i>Are the fixings as per the building consent?</i></p>
Downpipes	<p><i>Check whether the following items regarding the downpipes have been constructed as per the building consent:</i></p> <ul style="list-style-type: none"> <li><i>1) Material</i></li> <li><i>2) Size</i></li> <li><i>3) Locations</i></li> <li><i>4) Discharge locations</i></li> <li><i>5) Fixings</i></li> </ul>
Spouting clearance	<p><i>Is the spouting clearance to wall cladding constructed as per the building consent?</i></p>

Downpipe spreaders	<i>Are the spreaders for discharging stormwater installed as per the building consent</i>
<b>Garage</b>	
<b>Items to be checked</b>	<b>Help Text</b>
Rebate to door	<i>Has the rebate for the garage door been constructed as per the building consent?</i>
Adequate weather seal	<i>Has adequate weather seal been installed as per the building consent?</i>
Stormwater drainage	<i>Has the stormwater drainage been constructed as per the building consent?</i>
<b>Retaining walls</b>	
<b>Items to be checked</b>	<b>Help Text</b>
Type of retaining wall	<i>Is the type of retaining wall(s) as per the building consent?</i>
Timber treatment and grade	<p><i>Check whether the following items are as per the building consent:</i></p> <ul style="list-style-type: none"> <li><i>1) Timber treatment, including treatment of cuts</i></li> <li><i>2) Timber grade</i></li> </ul>
Barriers	<p><i>Check whether the following items have been constructed as per the building consent:</i></p> <ul style="list-style-type: none"> <li><i>1) Height of barriers</i></li> <li><i>2) Opening size within barriers (if applicable)</i></li> <li><i>3) Fixings to other members</i></li> <li><i>4) Post spacing</i></li> </ul>
Timber size/spacing	<p><i>Check whether the following items are as per the building consent:</i></p> <ul style="list-style-type: none"> <li><i>1) Size</i></li> <li><i>2) Spacings</i></li> </ul>

Coil drain to sump	<p>1) <i>Has the sub-soil drain been installed as per the building consent?</i></p> <p>2) <i>Has the sump been installed as per the building consent?</i></p>
<b>Carport</b>	
<b>Items to be checked</b>	<b>Help Text</b>
Timber treatment and grade	<p><i>Check whether the following items are as per the building consent:</i></p> <p>1) <i>Timber treatment, including treatment of cuts</i></p> <p>2) <i>Timber grade</i></p>
Timber size/spacing/span	<p><i>Check whether the following items are as per the building consent:</i></p> <p>1) <i>Size</i></p> <p>2) <i>Spacings</i></p> <p>3) <i>Span</i></p>
Metal connections and fixings	<p><i>Are the connections and/or the fixings as per the building consent?</i></p>
Steel fixing/connection protection	<p><i>Is the steel fixing/connection protection as per the building consent?</i></p>
Downpipes	<p><i>Check whether the following items regarding the downpipes have been constructed as per the building consent:</i></p> <p>1) <i>Material</i></p> <p>2) <i>Size</i></p> <p>3) <i>Locations</i></p> <p>4) <i>Discharge locations</i></p> <p>5) <i>Fixings</i></p>