

As of 1 July 2009, a deposit fee is required to accompany all building consent applications.

Please refer to the Buller District Council's Fees and Charges, or contact our Customer First Team on 03-788-9111.

www.bullerdc.govt.nz



Buller District Council
Building Inspectors

Inspections and Appointments
by
Arrangement

Westport office: 788-9112

Reefton office: 732-8821

Please quote your building consent number when requesting an inspection.



Customer Guide to Inspection Requirements for Building Consents



Buller District Council
P O Box 21, Westport 7866
Phone: 03-788-9112
Fax: 03-788-8041
www.bullerdc.govt.nz

A Member of the Mainland Building Consent Authorities Group

INSPECTION REQUIREMENTS AND RECORD AS PART OF BUILDING CONSENT

The approved building consent plans and specifications (stamped copies) **must be available on the site in order for the inspection to be carried out.** Failure to abide by this requirement may necessitate a further inspection and may require the payment of a re-inspection fee, on completion of construction and before a Code Compliance Certificate is issued.

The Inspection Record will be signed by the inspector for each inspection and will advise whether the inspection has been approved or stipulate what remedial action is required.

IF THE INSPECTION RECORD IS NOT SIGNED BY THE INSPECTOR THEN NO INSPECTION HAS BEEN CARRIED OUT.

Periodic 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.

REQUIREMENTS

The owner/builder shall request an inspection one working day (ie at least 24 hours) prior to the inspection. Contact the Inspectorate Receptionist to arrange inspections.

ONE OR MORE OF THE FOLLOWING INSPECTIONS WILL BE REQUIRED

1. **FOUNDATIONS** – when all trenches and footing excavations are completed and all reinforcing steel has been tied in place **AND BEFORE ANY CONCRETE IS POURED**, this includes pile and/or pole holes.
2. **CONCRETE FLOOR SLAB** (on ground) – when all fill compaction has been completed, moisture proof membrane placed, reinforcing steel installed and supported, and plumbing and drainage services installed **AND BEFORE ANY CONCRETE IS POURED**.
3. **PRE-EXTERNAL CLADDING** – To view mechanical fixing – flashing systems for windows etc, control joints, for stucco, building wrap.
 - 3A To check mechanical fixings – top and bottom plates
 - 3B To sight cavity battens (H3.1 or H3.2)
 - 3C To check preparations for stucco including netting flashing around windows etc
4. **PLUMBING & DRAINAGE** – plumbing must be ready for inspection and drains completed, but uncovered. Pressure Test.
5. **PRE-LINE** – when all exterior cladding, windows, doors etc have been fixed in place and insulation is on site, but prior to the fixing of any internal linings. To check bracing module, moisture content, mechanical fixings, timber treatment etc.
6. **POST LINING** – when all the internal wall and ceiling linings have been fixed in place (**BUT PRIOR TO THE FIXING OF CORNICES OR SKIRTINGS OR GIB STOPPING**).
7. **FIRES** – when spaceheater has been installed, including flue, plumbing, but prior to lighting of spaceheater.
Note: If a newly installed spaceheater has been lit before an inspection, it may affect your insurance coverage.
8. **INSULATION – SKILLION OR FLAT ROOFS** – when all the insulation material is installed in place, but **PRIOR TO ANY ROOFING MATERIALS BEING FIXED**.
9. **BLOCKWORK** – to verify reinforcing, block sizes, tie bars, lintels, cavities etc.
BRICKWORK – cavity and wall ties
10. **EXTERNAL WORKS** – retaining walls, siting, post holes, footings, drainage design engineer, reinforcing.
11. **FINAL INSPECTION or COMPLETION** – when the building is completed, including the installation of insulation materials in the roof cavities, the provision of fire requirements, steps and ramps required for egress from the building and installation of chimneys and spaceheaters and all systems identified as necessary for a compliance schedule are installed and operational. The form titled “Application for Code Compliance Certificate” form is required to be completed and forwarded to Council.