

Inspection Checklist – Building & Plumbing Final

Address: _____ Building Consent No.: _____

Tradesperson: _____ Tradesperson: _____

Date: _____ Time: _____

Staged/Partial Inspection: _____ of _____

Item to be inspected for compliance: with the Building Act 2004, NZBC & Approved Documents Complies with approved plans & specifications	Outcome ¹			Details of Inspection & Comments: Comments must be made for: 1. Non-complying Items 2. Items/work deviates from approved documents 3. Detail alternative solution & how compliance achieved
	Pass	N/A	Fail	
Stamped approved plans and specification on site?				Yes / No
Application for Code Compliance Certificate received?	Yes / No			
Conditions of consent/site instructions read?				Yes / No
Conditions of consent actioned ²				
Reg No: / LBP license detail and Council notified?				Name and #:
Special PPE required for this site?	Yes / No			Specify: safety footwear / eye protection / dust mask high visibility jacket / hard hat Other:
All required inspections passed				
Records of work received from all LBP's				
Electrical Certificate of Compliance provided?	Yes / N/a / No			
Gas Certificate of Compliance provided?	Yes / N/a / No			
HSNO Certificate provided for storage of >100kg LPG on site ³	Yes / N/a / No			
Smoke Alarms installed?	Yes / N/a / No			
Producer Statements as specified on building consent conditions provided?				
Waste water system inspected? ⁴				
Exterior				
Photos taken (all sides of the building, e.g. where ground levels are questionable or may be built up when landscaping is done)				Yes / No Comments:
Landscaping				not started / started / completed
Floor heights (in relation to ground levels)				
Chimney/flue height in relation to surrounding ridges & roof				
Vents in chimney (Jetmaster fires)				
Drainage⁵				
Asbuilt drainage plan received?	Yes / No			
Finished height of gully dish ⁶				Unpaved 100mm Paved 25mm
Terminal vent installed ⁷ & flashed				Size ⁸ : mm
Vent cowl fitted				
Discharge pipes to gullies ⁹				
Sealed through foundation				
Lids fitted to gully dish				
Seal against gully dish				
Pipes discharge under gully grating				

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Stormwater				
Guttering fitted				
Downpipes fitted and fixed to walls				
Diffusers/spreaders (downpipes to roofs)				
Overflows to internal gutters				
Butynol correctly laid & glued				
Surface drains/sumps (yards & drives)				
Site water run off (sloping sites)				
Watertank overflow piped away				
Wall cladding				
Cladding painted & sealed				
Gaps & cracks properly filled & sealed				
Facings & scribes fitted & sealed				
Warranty & guarantee certificates provided				
Weep holes in brick clear				
Vent gaps at top of brickwork				
Lintel bars fitted				
Venting				
Bathroom venting ducts exiting envelope				
Ensuite venting ducts exiting envelope				
Laundry venting ducts exiting envelope				
Kitchen venting ducts exiting envelope				
Subfloor				
Base boards & vent grills subfloor area				
Access subfloor area (with door)				
Subfloor ground levels (subfloor ground level must not be lower than exterior ground levels & spoil in the subfloor must be raked out evenly)				
Subfloor insulation				Type:
Ground vapour barrier laid in subfloor area ¹⁰				
Verandahs/Pergolas/Upper Level Decks				
Post / beam fixings as per plans				
Rafter / floor joist fixings as per plans				
Rafter / joist / ribbon board connections to building envelope as per plans				
Decks				
Exterior stairs (open stair gaps < 100mm)				
Handrails to all stairs				
Barriers (min 1m high, gaps < 100mm)				
Overflows to enclosed decks				
Glass barriers				(Branded / thickness _____ mm)
Barrier stability				
Slip resistant surface (main entry decks)				
Overhead Glazing				
Branded safety glazing identified				
Retaining Walls/Excavations				
Retaining walls site works completed				
Barriers to retaining walls/site works				
Retaining wall drains cleanout access (house)				
Interior				
Paint & sealing of interior complete				Yes / No
Safety glazing window seats, hinged doors, low level glass				
Windows (general glazing checked)				
Fire Place				

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Clearances checked				
Restraint fixings				
Vents in chimney (Jetmaster fires)				
Wetbacks¹¹ (Plumbing Inspector Only)				
Connected only to open vented cylinder				
Connections only with copper pipework				
Height of HWC above Wetback				
Window Opening Restrictors (windows lower than 760mm from floor)				
Ground floor windows				
Upper level windows				
Kitchen				
Painting & sealing of kitchen complete				
Seal around bench complete				
Splash protection around sink complete				
Sink working				
Sink trap free of leaks				
Dishwasher trap above flood level of dishwasher				
Range hood vents to the exterior of the building				
HWC¹²				Type: open vented / valve vented / instantaneous
Valves¹³				
Open Vented Cylinder				
Isolating (3 in 1) valve ¹⁴				
Pressure reducing valve ¹⁵				
Drain valve ¹⁶				
Tempering valve ¹⁷				Temperature: °C
Cylinder restraints ¹⁸				
HW Cylinder o/flow identified				Low Pressure systems/wet backs
Valve Vented Cylinder				
Isolating (3 in 1) valve ¹⁹				
Cold water expansion valve ²⁰				
Pressure limiting valve ²¹				
Drain valve ²²				
Temperature & pressure relief valve ²³				
Air gap to drain ²⁴				
Tempering valve ²⁵				Temperature: °C
Cylinder restraints ²⁶				
Instantaneous Water Heating				Type:
Water temperature ²⁷				Temperature: °C
Isolating valve ²⁸				
Solar Water Heaters				
Installed as per manufacturer's specifications				
Water temperature ²⁹				Temperature: °C
Smoke Alarms				
Operational				
Hush facility				
Manufactured to an approved standard				
Located as per plans				
Stairs				
Handrail fitted				
Balustrade barrier				
Head room (2m min.)				
Branded safety glazing identified				
Min. tread, max. rise				

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Interior Balconies				
Barriers (min. 900mm high, gaps < 100mm)				
Barrier stability				
Bathroom				
Wall paint & sealing complete				
Impervious floor seal complete				
Flexible seal to floor wall junctions (tiles)				
Branded safety glazing identified				
Seal around vanity, bath & shower				
Bath working				
Bath trap water seal visible				N/a – details ³⁰ :
Vanity working				
Vanity trap free of leaks				
Shower working				
Shower trap				Type: easi-clean / standard trap
Shower trap – standard trap water seal visible ³¹				
Shower cubicle watertight				
Splash protection complete				
Ventilation				
Toilet				
Wall paint & sealing complete				
Impervious floor seal complete				
Flexible seal to floor wall junctions (tiles)				
Pan secured to floor				
WC working				
WC trap water seal				
Seal around toilet				
Seal around handbasin complete				
Splash protection complete				
Ventilation				
Ensuite				
Wall paint & sealing complete				
Impervious floor seal complete				
Flexible seal to floor wall junctions (tiles)				
Branded safety glazing identified				
Pan secured to floor				
WC working				
WC trap water seal				
Bath working				
Bath trap water seal visible				N/a – details ³² :
Vanity working				
Vanity trap free of leaks				
Shower working				
Shower trap				Type: easi-clean / standard trap
Shower trap – standard trap water seal visible ³³				
Shower cubicle watertight				
Splash protection complete				
Ventilation				
Exterior Decks & Balconies				
Barriers (min 1m high, gaps < 100mm)				
Barrier stability				
Overflows to enclosed decks				
Glass barriers (glass grade, thickness & type)				
Slip resistant surface (main entry decks)				

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	Pass	N/A	Fail	
Modification to consent required?	Yes / No			
Agreement in writing obtained from owner/agent to modify consent?	Yes / N/a / No			
Product warnings & bans	Yes / No			
Amended plans required?	Yes / No			Officer:
Amended specifications required?	Yes / No			
Re-inspection required?	Yes / No			Signed:
Site instruction/NTF issued?	Yes / No			
Building final inspection passed?	Yes / No			Date:

¹ Pass = Compliance with approved plans & documentation, N/A = Not applicable to this project, Fail = Non-compliance with approved plans & documentation.

² Verification required e.g. Engineer Certificates, Producer Statements, compaction reports, warranties, surveyor's certificates etc.

³ > 100kg LPG stored on site requires Location Test Certificate from an Environmental Risk Management Authority (ERMA) approved HSNO Test Certifier.

⁴ If no, issue site instruction and inform plumbing and drainage officer.

⁵ G13 AS2 Section 3.3.1

⁶ AS/NZS 3500.2.2:2003 Section 4.6.6.7

⁷ AS/NZS 3500.2.2:2003 Section 3.9.3.1

⁸ AS/NZS 3500.2.2:2003 Section 3.9.3.2 & Table 3.5

⁹ G13 AS 2 Section 3.3.1 & Fig. 3

¹⁰ NZS 3604:1999 Section 6.14.3 & NZS 3604:2011 Section 6.14.3

¹¹ G12 AS 1 Section 6.13

¹² G12 AS1 Section 6.0

¹³ G12 AS 1 Table 5

¹⁴ G12 AS 1 Fig. 7

¹⁵ G12 AS 1 Fig. 7

¹⁶ G12 AS 1 Fig. 7

¹⁷ G12 AS 1 Fig. 16 1m minimum copper pipe between storage water heater & tempering valve

¹⁸ G12 AS 1 Section 6.11.4 & Fig. 14

¹⁹ G12 AS 1 Fig. 8

²⁰ G12 AS 1 Fig. 8

²¹ G12 AS 1 Fig. 8

²² G12 AS 1 Fig. 8

²³ G12 AS 1 Fig. 8

²⁴ G12 AS 1 Fig. 8

²⁵ G12 AS 1 Fig. 16 1m minimum copper pipe between storage water heater & tempering valve

²⁶ G12 AS 1 Section 6.11.4 & Fig. 14

²⁷ G12 AS 1 Section 6.14

²⁸ G12 AS 1 Section 6.0

²⁹ G12 AS 1 Section 6.14

³⁰ If no water seal & if fixture is < 1.2m to a floor waste trap, then trap complies
If no floor waste trap, investigation required

³¹ If no water seal & if fixture is < 1.2m to a floor waste trap, then trap complies
If no floor waste trap, investigation required

³² If no water seal & if fixture is < 1.2m to a floor waste trap, then trap complies
If no floor waste trap, investigation required

³³ If no water seal & if fixture is < 1.2m to a floor waste trap, then trap complies
If no floor waste trap, investigation required

³⁴ Note any additional information, such as: cast in fixings, timber, etc.