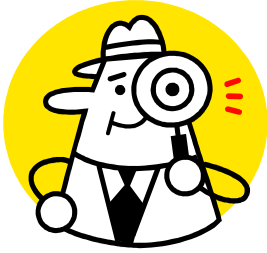


OBTAINING A COMPLETION CERTIFICATE

(Domestic)



So the Building work is finished

DON'T FORGET THE FINAL

INSPECTION!!

Once all the building works relating to the Planning, Building and Plumbing Permits have been completed, arrangements are to be made for a final inspection.

As a general rule, the following checklist can be used to ascertain whether likely compliance will be obtained at Final Inspection.

- If the construction works have varied from the approved plans, a set of **"as constructed"** drawing indicating work as constructed is to be supplied for assessment.
- Surface water is to be directed away from the building
Refer Part 3.1.2.3 Surface water drainage of the Building Code of Australia
- Gutters and downpipe are installed and connected as per permit details
Refer Part 3.1.2.Drainage & Part 3.5.2.5 Downpipes — size and installation of the Building Code of Australia
- Masonry work complies with the requirements, Control Joints are filled with an approved expandable joint filler and weephole are clear and free draining
Refer Part 3.3 Masonry of the Building Code of Australia
- Framing complies with the requirement, Sub-floor ventilation complies with the Building Code of Australia
Refer Part 3.4 Framing of the Building Code of Australia
- All glazing installed comply with the Building Code of Australia, AS 1288 and AS 2047
(Certificate Required)
Refer Part 3.6 Glazing of the Building Code of Australia
- Hardwired Smoke Alarms are installed protecting the bedrooms and on every floor level
Refer Part 3.7.2 Smoke Alarms of the Building Code of Australia
- Heating appliances have been installed and comply with the requirement of the Building Code of Australia. **(Certificate Required)**
Refer Part 3.7.3 Heating Appliances of the Building Code of Australia
- Water proofing of wet areas is in accordance with the Building Code of Australia and AS 3740 Waterproofing of wet areas within residential buildings **(Certificate Required)**
Refer AS 3740 waterproofing of wet areas within residential buildings & Part 3.8.1 Wet Areas of the Building Code of Australia
- Is the required Insulation installed to meet the performance requirements of the Building Code of Australia and the approved plans. *(Insulation in the Walls, Ceiling and Sub-Floor)*
(Certificate Required)
Refer Part 3.12.1 Building Fabric of the Building Code of Australia
- All rooms must have the required light and ventilation
Refer Part 3.8.4 Light and 3.8.5 Ventilation of the Building Code of Australia
- Are all required stairs constructed to comply with BCA
Refer Part 3.9.1 Stair Construction of the Building Code of Australia
- Are all required Balustrades constructed to comply with BCA
Refer Part 3.9.2 Balustrade of the Building Code of Australia
- All Plumbing requirements have been completed and a Final Plumbing Inspection has been completed and approved
Refer Plumbing and Drainage Standard ASNZ3500 and the Plumbing Permit

OBTAINING A COMPLETION CERTIFICATE

(Domestic)

Certificates and Declarations Required for Final Inspection

- ✓ Glazing Certification indicating that all glazing such as windows, Shower Screens, etc supplied and installed comply with AS 1288 and AS 2047
Refer Part 3.6 Glazing of the Building Code of Australia
- ✓ Declaration from the installer indicating that the water proofing of wet areas is in accordance with the Building Code of Australia and AS 3740 Waterproofing of wet areas within residential buildings
Refer AS 3740 waterproofing of wet areas within residential buildings & Part 3.8.1 Wet Areas of the Building Code of Australia
- ✓ Declaration from the installer indicating that all insulation has been installed in compliance with the requirements of the Building Code of Australia
Refer Part 3.12.1 Building Fabric of the Building Code of Australia
- ✓ Heating appliance Certification indicating that the heating appliances have been installed and comply with the requirement of the Building Code of Australia.
Refer Part 3.7.3 Heating Appliances of the Building Code of Australia

PLANNING PERMIT

If there is a Planning Permit issued in relations to the project, then all the conditions of the Planning Permit **MUST** be completed prior to the issuing of the Completion Certificate.

Contact the Planning Department to arrange for Planner to complete an inspections for compliance

If you feel you have addressed all of the above items and **ALL** conditions of the Building Permit have been meet and that the work complies with the Building Code of Australia and relevant Australia Standards, contact Council on (03) 6393 5300 to arrange for a Building inspector to carry out the finial inspection of the building work, if the work meets the requirements a Completion Certificate can be issued.

The Completion Certificate **WILL NOT** be issued if all of the above relevant documents have been received and Conditions on the Planning, Building and Plumbing Permits have been completed and signed off on.