

Form 314
 Technical
 Check Sheet

Retaining Walls / Decks Processing Check Sheet

Key: **P = Pass** (ie Compliance with Building Code) **F = Fail** (ie Non compliance with Building Code) **N/A = Not Applicable**
Alternative Solutions = Notes are to be recorded at the end of this checklist

Building Consent No. _____ Date: _____

Property Address: _____

BC Official: _____ Signature _____

Ref No	Building Code Clauses	KEY	Comments	Alternative Solutions? Y/N
General				
1	Building consent form is correctly filled out?			
2	PIM conditions have been read.			
3	All relevant departments reviewed plans?			
4	Has a scale plan been provided showing boundaries and project?			
5	Contour plan been provided.			
6	Pollution controls EW documentation provided.			
Retaining Wall				
7	Is the wall construction specific engineering design?	B1		
8	Has PS1 and calculations been provided?	B1		
9	Resource consent required for building over 2mtr high on boundary.			
10	A combination of fence/ retaining wall from existing ground level.			
11	Retaining wall exempt under 1 st schedule of the building act under 1.5m and no surcharge.			
12	Timber treatment, sizing specified.	B1, B2		
13	H5 minimum for timber in contact with ground.	B2		
14	Reinforcing and footing/ wall details provided, including control joints.	B1		
15	Drainage detail included in application documents.	E1		
16	Storm water discharge.	E1		
17	Has a stepped type retaining wall imposed surcharge to lower structure, if not of an engineers design refer back to applicant.	B1		

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18	Has a fence been located near retaining wall?	B1			
19	Will this effect surcharge or wind loadings, Engineer to check?	B1			
Decks					
20	If deck is over 3m from ground it must be engineer design.	B1			
21	Timber treatment, sizing specified (2kpa)	B1, B2			
22	Sub floor bracing calculations provided (deck is over 2m from house)	B1			
23	Anchor piles 900dx350sq (12kn fixings)	B1			
24	Brace piles 450dx350sq 90x70 min brace (12kn fixings)	B1			
25	Durability requirements met s/s within 600 of natural ground.	B2			
26	If SED have calculations & details been provided?	B1			
27	If driven piles, have specifications been provided?	B1			
28	E2 compliant connection to dwelling or alternative solution.	E2			
29	Cantilevered deck, handrails, barriers to have saddle flashing details.	E2			
30	Deck to have 100mm step down (NZBC E2 section 7)	E2			
31	Deck material meet the floor joist spacings (NZS 3604)	B1			
Bearers					
32	Timber treatment sizing specified (H3.2, 2kpa)	B1, B2			
33	Pile centers correct for bearer size (NZS 3604)	B1			
34	Bearer fixing to piles and joist specified.	B1			
Floor Joists					
35	Timber treatment H3.2 min.	B2			
36	Joist grade treatment, size, span, fixings meet NZS 3604 (2kpa)	B1, B2			
37	Stringer size, grade, treatment and fixing specified (see NZBC B1 fig 1-4 table 1-4)	B1, B2			
Verandah					
38	Post footings specified provide adequate resistance against uplift (NZS 3604 section 9)	B1			

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39	Has top/ bottom post connections been detailed?	B1			
40	Verandah beam treatment, grade, size, span comply.	B1, B2			
41	Rafter sizes & treatment specified.	B1, B2			
Hand Rail/Barrier					
42	Barrier heights NZBC F4,B1 for sizing and fixing fig 1-4 & table 1-5	B1, F4			
43	Balustrade gaps no greater than 100mm NZBC F4	F4			
44	Post connections for hand rail detailed to meet D1. Fig 26	D1			
Steps					
45	Stringer size, grade, treatment and fixing specified.	B1			
46	Non slip steps, timber does not meet minimum slip resistance.	D1			

Alternative Solutions

Ref No	Brief description of Alternative Solution	Reason for acceptance