



Inspection Checklist: Retaining Walls

Ref: IC 19

Ver: 5

Issued: 21 Nov 2014

Doc No: IT-639952

Page 1 of 2

BC No:	Contact on site <i>(Name, licence no. – RBW, company & position)</i>		
Date:			
Inspector:	Area of work inspected:		
Inspection Comments / Notes: <i>(Include comment on any alternative solutions identified, site observation statements, warranties or 'As Built's to be provided, if applicable)</i>			
If Inspection Result = PASS then date and sign here		Date	Signature
If Inspection Result = FAIL then complete instruction sheet (record number here and on summary card)			

F = Fail = Non-compliance with approved plans & documentation
P = Pass = Compliance with approved plans & documentation.
N/A = Means that Building officer feels that this portion of the prompt sheet is not relevant

Retaining Wall					Comments (reasons for decisions)
1	Approved Consent documents on site	P	F	N/A	
2	Previous comments/ instructions – PIM/BC conditions and endorsements	P	F	N/A	
Siting					Comments (reasons for decisions)
3	Dimensions off boundary recording what survey pegs were referenced if applicable	P	F	N/A	
Excavation B1					Comments (reasons for decisions)
4	Excavations, slopes, temporary retaining-- site safe.	P	F	N/A	
5	Pollution/ sediment control in place to RDC requirements.	P	F	N/A	
Design B1					Comments (reasons for decisions)
6	Height of wall and surcharges comply with the consent <i>(check on slope above wall)</i>	P	F	N/A	
Timber Pole Retaining Wall B1,B2					Comments (reasons for decisions)
7	Post hole diameter, depth and centers to plan.	P	F	N/A	
8	Pitch of wall as per consent	P	F	N/A	
9	H5 Minimum posts, sized and graded to Engineers specification.	P	F	N/A	
10	H4 Minimum retaining timber type, size and graded to Engineers requirements.	P	F	N/A	

Masonry Or Tilt Panel Retaining Wall Foundation B1,B2					Comments (reasons for decisions)
11	Ground Bearing is 100 kpa minimum.	P	F	N/A	
12	Reinforcing steel tied and placed in accordance with consented documents. <ul style="list-style-type: none"> • Diameter • Number of rods • Laps • Support • Centers of stirrups/ starters etc 	P	F	N/A	
13	Foundations are clean, square and to correct dimensions.	P	F	N/A	
Drainage G13,B1,B2					Comments (reasons for decisions)
14	Provision is made for the installation of drainage behind retaining wall	P	F	N/A	
15	Drain is located on correct side of boundary	P	F	N/A	
16	Drainage coil is discharging to an approved outfall.	P	F	N/A	
Safety From Falling/ Fence On Retaining Wall F4,B1,B2					Comments (reasons for decisions)
17	Barrier required where fall >1m possible (dependant on accessibility)	P	F	N/A	
18	Has barrier, fence been factored into engineer's design.(surcharge)	P	F	N/A	
19	Resource consent approval required for the fence over 2m from natural ground level (not new ground level)	P	F	N/A	
Documentation					Comments (reasons for decisions)
20	Engineers Producer Statements received if required in consent conditions.	P	F	N/A	
21	PS 3 for construction received if required in consent conditions/ endorsements.	P	F	N/A	
22	Confirmation of siting from registered surveyor if necessary	P	F	N/A	