

Checklist



Section: Engineering Services **Date Created/Reviewed:** January 2022
Directorate: Infrastructure Services **Reviewed By:** Engineering Developments Lead

SUBDIVISION PRE – PRACTICAL COMPLETION INSPECTION CHECKLIST
(To be completed by the Civil Engineering Consultant and submitted to the Shire of Serpentine Jarrahdale 24hrs prior to the Practical Completion Inspection)

Date of Inspection	
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Subdivision Name: _____
Stage: _____
WAPC No: _____
Name of Consultant: _____
Signed by Consultant _____
Representative: _____

1. LOT CONSTRUCTION				
Item	Asset	Complete	Incomplete	Comments
1.1	Lots level, compacted, hydromulched/stabilised constructed as per drawing and specifications	<input type="checkbox"/>	<input type="checkbox"/>	
1.2	Retaining walls complete and installed as per drawings and specifications	<input type="checkbox"/>	<input type="checkbox"/>	
1.3	Lot services installation complete- power domes and service indicators	<input type="checkbox"/>	<input type="checkbox"/>	



2. ROAD CONSTRUCTION				
Item	Asset	Complete	Incomplete	Comments
2.1	Asphalt condition, installed as per drawing and specification	<input type="checkbox"/>	<input type="checkbox"/>	
2.2	Kerbing – as per drawing and specification	<input type="checkbox"/>	<input type="checkbox"/>	
3. DRAINAGE				
Item	Asset	Complete	Incomplete	Comments
3.1	Drainage Pits – liners and pipes rendered, base clean of rubbish, aggregate installed or benched (if applicable)	<input type="checkbox"/>	<input type="checkbox"/>	
3.2	Subsoil – Liners and pipe condition, rendering, damage, subsidence, silting, rubbish, riser pipes acceptable.	<input type="checkbox"/>	<input type="checkbox"/>	
3.3	Gully Grate lid locked	<input type="checkbox"/>	<input type="checkbox"/>	
3.4	Headwall- rendered and clean of rubbish.	<input type="checkbox"/>	<input type="checkbox"/>	
3.5	Stone pitching complete	<input type="checkbox"/>	<input type="checkbox"/>	
3.6	Rain gardens - rendered, base clean of rubbish	<input type="checkbox"/>	<input type="checkbox"/>	
4. BRICK PAVING				
Item	Asset	Complete	Incomplete	Comments
4.1	Brick type and pattern as per drawings and specifications	<input type="checkbox"/>	<input type="checkbox"/>	
4.2	Brick level/subsidence	<input type="checkbox"/>	<input type="checkbox"/>	
4.3	Joints – filling of sand and pavelock adequate	<input type="checkbox"/>	<input type="checkbox"/>	
4.4	Laneway light pole voids brick paved	<input type="checkbox"/>	<input type="checkbox"/>	
4.5	Parking bays delineated with contrasting colour	<input type="checkbox"/>	<input type="checkbox"/>	

5. FOOTPATHS				
Item	Asset	Complete	Incomplete	Comments
5.1	Path width, alignment and grade as per drawings and specification	<input type="checkbox"/>	<input type="checkbox"/>	
5.2	Path damage or defects	<input type="checkbox"/>	<input type="checkbox"/>	
5.3	Pram Ramps - alignment and condition.	<input type="checkbox"/>	<input type="checkbox"/>	
5.4	Correct tactiles installed at pram ramps and median island refuges.	<input type="checkbox"/>	<input type="checkbox"/>	
5.5	Grab rails installed at correct location and as per drawings and specification	<input type="checkbox"/>	<input type="checkbox"/>	
6. VERGE				
Item	Asset	Complete	Incomplete	Comments
6.1	Verge grade at 2%, levelled, hydromulched/stabilised	<input type="checkbox"/>	<input type="checkbox"/>	
6.2	Any area subjected to earthworks to be hydromulched/stabilised (incl balance lots)	<input type="checkbox"/>	<input type="checkbox"/>	
6.3	3 rd Party service pits installed and level	<input type="checkbox"/>	<input type="checkbox"/>	

7. SIGNAGE AND LINEMARKING				
Item	Asset	Complete	Incomplete	Comments
7.1	Street name plates and poles-installed, correct spelling, as per specification	<input type="checkbox"/>	<input type="checkbox"/>	
7.2	Laneway line marking (installed by civil contractor)	<input type="checkbox"/>	<input type="checkbox"/>	
7.3	MRWA Regulatory signage (installed by ISA)	<input type="checkbox"/>	<input type="checkbox"/>	
7.4	MRWA Regulatory line marking (installed by ISA)	<input type="checkbox"/>	<input type="checkbox"/>	
7.5	Asphalt parking bays delineated (installed by civil contractor)	<input type="checkbox"/>	<input type="checkbox"/>	
8. CROSSOVERS				
Item	Asset	Complete	Incomplete	Comments
8.1	Constructed as per Shire of Serpentine Jarrahdale Standard Specifications for Construction of Crossovers	<input type="checkbox"/>	<input type="checkbox"/>	
9. FENCING				
Item	Asset	Complete	Incomplete	Comments
9.1	Cottage Lot installed	<input type="checkbox"/>	<input type="checkbox"/>	
9.2	Uniform Fencing and walls as per LDP requirements	<input type="checkbox"/>	<input type="checkbox"/>	
10. STREET LIGHTING				
Item	Asset	Complete	Incomplete	Comments
10.1	Street lights installed, correct colour pole and type of luminaire (please note if operational)	<input type="checkbox"/>	<input type="checkbox"/>	

11. MISCELLANEOUS				
Item	Asset	Complete	Incomplete	Comments
11.1	Rubbish and construction materials removed from stage	<input type="checkbox"/>	<input type="checkbox"/>	
11.2	All 3 rd Party works are complete- piece ups to be noted with approx date to be complete	<input type="checkbox"/>	<input type="checkbox"/>	
12. DRAWINGS, AS-CONSTRUCTED DATA AND QA PACKAGE				
Item	Asset	Complete	Incomplete	Comments
12.1	Full set of final construction subdivision drawings in .pdf and .dxf formats	<input type="checkbox"/>	<input type="checkbox"/>	
12.2	R-spec D-spec and PDF's	<input type="checkbox"/>	<input type="checkbox"/>	
12.3	Final Geotechnical Report	<input type="checkbox"/>	<input type="checkbox"/>	
12.4	QA Set incl Anti-graffiti	<input type="checkbox"/>	<input type="checkbox"/>	