



**Government
of South Australia**

Department of Planning,
Transport and Infrastructure



**CITY OF
MITCHAM**

Development Regulations 2008
Regulation 74 – Supervisor’s checklist
Handling / installation / inspection of roof framing

General information

1. In accordance with Regulation 74, at least one (1) business day’s notice must be given to the council of the intended completion of all roof framing forming part of the building work and (including top and bottom chord restraints, bracing and tie-downs).
2. The completed roof framing must not be concealed until after the expiration of two (2) clear business days after the notice of completion of roof framing has been received by the council.
3. The applicable checklist must be completed by a registered building work supervisor who has inspected the work and must be provided to the council when giving notice of the completion of roof framing.

Note:

The above processes do not apply to a Class 10 building if it is not attached to any part of the roof framing of a building of another class.



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**Development Regulations 2008
Regulation 74 – Supervisor’s checklist**

Part 2 – Conventional timber roof frame: erection, fixing and bracing

Site address: _____

Development Application number: _____

Relevant authority

City of Mitcham

Email: development@mitchamcouncil.sa.gov.au

Phone: 8372 8888

Person completing this checklist

Name: _____

Licence number: _____

Phone: _____

Training certificate number: _____

The following items have been checked and comply with the approved documents:

ITEM	Site Work	AS 1684 Reference	Checked
1	Roof constructed in accordance with approved layout		
2	Bracing	Section 8	
3	Coupled roof connections – ceiling joists to rafters, collar ties to rafters	7.1.2.2	
4	Tie-downs	Section 9	
5	Transfer of wall frame bracing	8.3.6.9	
6	Point loads - including beams, struts, are adequately supported		
7	Location of special loads: Solar heating, air con, HWS, Other		
8	Steel roof battens, where used, must be legibly and durably marked with the reference AS 1397, the base steel thickness, and the designation of the steel base and coating		
9	Timber trusses/roof framing were transported, stored, lifted and handled on the site in a proper manner and an area was provided on the site for their satisfactory storage	Appendix E of AS 4440 and/or Appendix H of AS 1684.2.	
10	All trusses are appropriately marked by the fabricator so the fabricator can be identified and the particular truss can be located as per the approved layout plan.		

Signature: _____

Date: _____