

## RESIDENTIAL INSPECTION PROCEDURE

**NOTE:** Section §23-27.3-111.2 of the building code states “*In conjunction with specific construction projects, the building official may designate specific inspection points in the course of construction which require the contractor or builder to give the building official **twenty-four (24) hours’ notice** prior to the time when the inspections are required to be performed. The building official shall make the inspection within **forty-eight (48) hours** after the notification.*”

### **\* ALL BUILDING PLANS AND SPEC SHEETS ARE REQUIRED TO BE ON JOB SITE**

- **HOLE INSPECTION:** Foundation excavation with no forms set and no stone in the hole
- **FOOTING INSPECTION:** After forms set, prior to pouring concrete
- **FORM INSPECTION:** After forms set, prior to pouring concrete (Rebar must be grounded and inspected).
- **FOUNDATION INSPECTION:** Prior to backfill around foundation after waterproofing
- **CELLAR BOTTOM INSPECTION:** All underground plumbing & electrical prior to backfill
- **BASEMENT SLAB:** After installation of 6 mil poly, prior to pouring concrete per R-406.3.d
- **ROUGH INSPECTIONS:** All plumbing, mechanical, electrical, penetration fire caulking, and smoke detector (by Fire Prevention Office) must be installed before inspections can be made. All inspections must be dispatched at the same time and must be approved prior to a rough structural framing inspection.
- **INSULATION INSPECTION:** After insulation is completed, prior to sheet rock installation
- **SHEETROCK SCREW INSPECTION:** Prior to joint compound or plaster
- **BLOWER DOOR TEST:** The building thermal envelope must pass test per R.402.4.1.2 prior to C/O
- **DUCT LEAKAGE TEST:** Duct tightness must pass test per R 403.2.2 prior to C/O
- **FINAL INSPECTION:** All building, electrical, plumbing, mechanical, and smoke detector work must be completed and approved prior to the request for the C/O.
- **CERTIFICATE OF OCCUPANCY:** A C/O will only be issued after the receipt of a satisfactory well water test, water & sewer connection fees are paid (if applicable) and the impact fee is paid.