

## **RESIDENTIAL INSPECTION TIPS**

### **11-23-09**

#### **1. FOOTINGS**

Footings must be inspected prior to pouring. The Department policy states any footing inspection request made prior to 8:15 a.m. will be inspected that afternoon (1200 p.m. – 4:00 p.m.); any request made after 8:15 a.m. but prior to 3:15 p.m. will be made the following morning (8:00 a.m. – 11:59 a.m.).

#### **2. PLUMBING GROUND WORK**

Residential groundwork installations must be inspected prior to pouring and will follow the same inspection schedule as footings.

#### **3. FOUNDATION**

The foundation inspection will be conducted at either the framing inspection or final inspection and is inspected after the walls are poured or blocked.

#### **4. ROUGH-IN: Plumbing, Electrical & Mechanical**

These inspections will be made after all internal and external electrical, mechanical and plumbing work have been roughed-in. The rough-in work on New Single Family/Two Family Residences must be inspected and passed prior to any framing, insulation or drywall inspection.

#### **5. FRAMING**

All plumbing, electrical, mechanical and fireplace rough-ins must be completed and inspected before a new single family/two family framing inspection can be scheduled. This Department's Plumbing, Electrical and Mechanical Inspectors will leave green approval sticker on the job site when the rough-ins are approved. When three green rough in stickers are present, the framing inspection can then be scheduled. The inspector checks the framing and ensures code compliance. If the stairs and windows are in, they will be checked at this time. Framing shall be inspected prior to the installing of insulation. With the exception of single level/ranch-style homes, where framing and insulation inspections can be conducted at the same time.

#### **6. INSULATION**

The inspector needs to verify proper insulation prior to drywalling. For blown in insulation, a Certificate of Insulation needs to be submitted to the Department before the final inspection.

#### **7. ELECTRICAL SERVICE**

The Electrical Inspector needs to make an inspection as soon as the panel, meter base and conductors to the weatherhead for overhead services or the transformer for underground service have been installed and before CWLP installs the meter.

#### **8. FINAL/CERTIFICATE OF OCCUPANCY**

Prior to occupancy, all inspectors need to make a final inspection to verify code compliance throughout the structure. The Department requests that the contractor or owner be present at the time of the final inspection. This final inspection is required by Section R110.1 International Residential Code, 2006 Edition.

#### **9. INSPECTION REQUEST**

Contact Sandy at 789-2171 extension 112 for inspection request. The following information is required in order for the Department to schedule an inspection:

- a. Exact address
- b. Type of inspection needed.
- c. When it will be ready for inspection.
- d. Name and telephone number of requestor.

**NOTE: Please be advised that all inspections with the exception of footings and plumbing underground, require two working days notice. A.M. or P.M inspections can only be accommodated for footings and for plumbing underground.**

#### **10. RE-INSPECTION FEES**

Re-inspection fees will be assessed according to City Ordinance, 170.10.06 (A) (3):

When a third inspection of work is required as a result of any of the following situations, a re-inspection fee shall be assessed as provided for in this chapter:

- a. Failure to provide access on the date for which an inspection has been scheduled.
- b. Failure to follow plans requiring the approval of the department.
- c. Failure to provide the correct address for an inspection site.
- d. Failure to correct violations cited during a previous inspection.
- e. Calling for an inspection before the work is ready for inspection or re-inspection.
- f. Failure to provide approved plans on the job site for review by the inspector.