



DEPARTMENT OF PUBLIC WORKS
Building and Safety Division

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Equal Opportunity Employer

INSPECTION INFORMATION

This guide is intended to provide you with general information regarding the inspection process. If you have any questions regarding specific inspections, please ask the inspector assigned to your area. To request inspection phone 385-7477 and have available the following information: permit number, type of inspection needed, and owner's name. Inspections must be requested prior to 4:00 p.m. on the day before needed. A \$74.00 re-inspection fee may be assessed if the job is not ready and accessible, or if the plans and permit are not at the job site and available to the inspector.

First Inspection: Verify all requirements of the soils report have been met.

FORMS (Wood floor construction)

All forms are in place. Property lines indicated. Reinforcing steel placed and secured. No stakes in footings. Forms free of soil and debris. User ground in place.

or FORMS (concrete floor construction.)

Forms in place. No plumbing piping in footings. Vapor barrier required for dwelling units. Forms free of soil and debris. Property lines indicated. *Any plumbing to be located under slab must be inspected prior to covering and slab preparation.

or FORMS (Industrial-Commercial)

Inspection of each section: Ground beams, footings, column footings, forms in place, reinforcing steel placed and secured. All major floor slabs, docks, and similar to be inspected. *Any plumbing to be located under slab must be inspected prior to covering and slab preparation.

Second Inspection. UNDERFLOOR FRAMING, ROUGH PLUMBING.

Drain lines, sewer stub outs, water lines, gas piping in place. Water tests on drain and water lines. Underfloor framing complete. All flashing in place.

After underfloor framing has passed, install floor insulation and call for inspection before covering with subfloor.

Third Inspection. ROOF NAIL - SHEAR, STRAPS, HOLDDOWNS

All roof sheathing nailed and shear panels nailed, straps nailed and visible. HOLDDOWNS in place and secure.

Fourth Inspection. FRAMING, ROUGH-IN WIRING, HEATING DUCTS, PLUMBING TOP-OUT.

Building framing complete. Roof on. Exterior weatherproof - stucco lath or siding installed. Fireplace roughed in and rebar tied at ceiling line. Windows installed. Title 24 - Caulk exterior corners, windows and mud sills.

--Basic electrical wiring in place. Wire pulled in. Bonding made up. Distribution panels in place.

--Plumbing topped out, roof jacks in place. Gas vents and area vents roughed in. Heating ducts in place. Gas appliance combustion air ducts in place. Gas line pressure test. No insulation in walls or ceiling. Seal all fire block penetrations.

Fifth Inspection. INSULATION INSPECTION

Approved insulation installed in all exterior walls, inaccessible attic and roof areas.

Sixth Inspection. SHEETROCK OR LATH AND STUCCO WIRE NAILING.

Dry wall board on, nailed out NOT taped. Stucco wire nailed. Shower pans installed and filled with water within 1" of top of dam. . Shower backing materials in and waterproofed. Fire walls completed and tight, ground to roof.

Final Inspection. COMPLETION INSPECTION.

Building complete and ready for occupancy. Electric fixtures hung. Electric equipment in place. Meter service ready for connection. Septic tank - drain field inspected and approved. - Plumbing fixtures set. Gas equipment installed and vents in place. Underfloor area free of debris. Exterior steps and guardrails in place. Insulation certificate and CF-6R forms completed for customer and Building Department.

ELECTRIC AND GAS HOOK-UP CARDS (GREEN TAGS) WILL BE ISSUED WHEN THE ABOVE INSPECTIONS ARE COMPLETED AND WORK MEETS MINIMUM SAFETY STANDARDS.

ELECTRIC METER SERVICE ONLY, changes or repair. Service wiring complete with grounding. Sub-feed wiring in place. Range, dryer, or air conditioning wiring to be complete.

GAS METER SERVICE ONLY, changes or repairs. Install gas piping. A pressure test to be showing. All gas vents in place, safety controls, combustion air.

RE-ROOF INSPECTIONS:

For tear-off: Call for a sheathing inspection prior to covering with any roofing materials.

Call for final when complete

For overlay: Call for final when complete.