



INSPECTION INFORMATION FORM

To request inspections, see the backside of this paper.

UNDERGROUND INSPECTION – SITE

Sewer, storm drain and water connections should be complete. Underground electric and gas lines should be complete and trenches ready to be back filled.

CONCRETE SLAB

First Inspection: ROUGH PLUMBING

Property lines staked and/or survey pins exposed. Drain lines, sewer stub outs, and water lines in place. 10-ft head (5-psi) air test on drain lines. 50-psi air test or working pressure on water lines.

Second Inspection: FOUNDATION

All forms in place. No loose soil, water debris, or red brick allowed in footings. Reinforced steel is to be in place, secure and supported. Foundation bolts and hold-downs are to be in place. UFER ground in place.

Third Inspection: SHEAR & ROOF NAIL

Shear wall and roof nailing complete. Hold-downs nailed off and/or bolts installed. Framing clips and straps nailed off. Girders, collector and drag strut connections complete. Roof to foundation load path completed.

Fourth Inspection: FRAME / TOP OUT

Building framing complete. Roof on. Exterior base in place. Fireplace roughed in. Basic 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. HVAC ducts in place and supported at all four corners. Gas appliance combustion air ducts in place. Insulation baffles in place, but not insulation in walls or ceilings.

Fifth Inspection: INSULATION

Insulation installed in all exterior walls and inaccessible attic and roof areas.

Sixth Inspection: SHEETROCK & STUCCO WIRE NAILING (Gas pressure test)

Dry wall nailed, but not taped. Stucco wire nailed. Shower pans installed and filled with water. Shower backing materials in and waterproofed. Fire walls completed and tight, floor to roof sheathing. Pressure test showing on GAS line.

Prior to final inspection, septic tank and drain field should be inspected and approved by the Department of Environmental Resources (DER) at (209) 525-6700. Prior to final inspection by the Building Permits Division, when the Fire Marshal's final approval is required, Fire Marshal shall be contacted at (209) 552-3700 for their inspection and approval.

FINAL INSPECTION: Building is complete and ready for occupancy. Electric fixtures hung and equipment in place. Plumbing fixtures set. Gas equipment installed and vents in place. Under floor area clear of debris and exterior steps and landings in place.

OVER →

INSPECTION REQUEST PROCEDURE

Office Phone Lines Open From 8:00 am – 5:00 pm

24-Hour Inspection Request Recorder Number: (209) 525-7550

1. There is a 24-hour phone recorder for inspection requests only.
2. The inspection request deadline is 4:00 p.m. Monday through Friday (business days). Inspections will be performed on the next business day. If you request your inspection before the 4:00 p.m. deadline on Friday, your inspection will be scheduled for the following Monday.
3. DO NOT use the inspection request line to leave messages. To verify or cancel inspection times, or speak directly to an inspector, call (209) 525-6557.
4. For septic tank inspections, or septic tank demolition inspections or drain field inspections, call DER at (209) 525-6700.
5. For fire marshal inspections, when required, call (209) 552-3700, 24 hours in advance.
6. Building inspectors and clerical support staff DO NOT take inspection requests over the phone or in the field.
7. Do not rely on cellular phones due to transmission difficulties.

Please speak clearly and slowly. Make certain the information is complete and accurate. Please provide the following information on the recorder:

1. Permit number
2. Address of the inspection site
3. Nearest cross street
4. Type of inspection
5. Contact name and phone number
6. Property owner's name

**Office Phone Lines Open
8:00 am – 5:00 pm**

**HAVE THE BUILDING PERMIT AND PLANS
AT THE JOB SITE AT THE TIME OF INSPECTION**