



INSPECTION REQUIREMENTS

Inspection office hours: 7 am – 9 am and 1 pm to 2 pm.

Please call the scheduling number at 651-430-8825 during office hours and at least **48 hours** in advance.

Give address permit number, type of inspection, date and time requesting and telephone number.

Inspections are not done during office hours.

Inspection cards must be posted and accessible for duration of project.

If you have scheduled an inspection and will not be ready, please call to cancel before the scheduled inspection time. A reinspection fee will be charged for no cancellation or multiple failures of the same inspection.

Permits must be approved and paid for prior to inspection.

These requirements must be met before obtaining an inspection from the Building Inspectors:

Footing/Foundation Inspections

- ✓ Job site address posted during entire construction.
- ✓ Approved Plans & Survey available.
- ✓ Excavation/form work completed. If reinforced, secured per Code.
- ✓ Erosion Control in place if required.

Framing Inspections

- ✓ Approved Plans & Survey available.
- ✓ Engineer approved and signed Shop Drawings for all trusses, girders and hangers must be on-site for inspector's review.
- ✓ Rough-In electrical, plumbing, and heating and fireplace work inspected and approved.
- ✓ All framing, fire blocking and bracing in place and completed.

Insulation Inspection

- ✓ Framing work inspected and approved.
- ✓ Insulation and vapor barriers in place and completed.
- ✓ Insulation protected from the weather (roof must be shingled and windows installed).

Sheetrock Inspections

- ✓ All fire-wall areas to have penetrations caulked with approved material.
- ✓ Inspection prior to taping.

Final Inspections

- ✓ Final Electrical, Plumbing and Heating work inspected and approved.
- ✓ Address numbers installed on building and visible from street, four inches minimum height.
- ✓ Finish grading and building completed and ready for occupancy.

Other Information

- ✓ Water meter remote device will be remounted by the City Water Department after residing at no charge. Call (651) 439-4061.
- ✓ Dumpster is required on site for all construction related rubbish. Contents periodically disposed to prevent littering of property or adjacent areas until Final Inspection Approval.