

To: Residential Building Contractors

From: Fred Baumgart, Building Inspector

It is necessary to restrict the daily inspections to those that are called in **24 hours before the inspection**. Every effort will be made to make these inspections as requested.

The following inspections are required:

1. Before placing any engineered fill. – Submit Engineering Report.
2. **FOOTING:** When forms are set up and reinforcing is in place, before pouring.
3. **FOUNDATION PREPOUR:** If reinforcement will be installed which is shown on the plan, required by engineering, or installed as a contractors typical detail. Before pouring.
4. **FOUNDATION:** When insulation is in place and before backfilling.
5. **ROUGH CARPENTRY & ROUGH HEATING:** After electrical and plumbing have been inspected. Truss engineering and layout must be submitted before requesting inspection.
6. **INSULATION & ENERGY:** Before installing drywall.
7. **BASEMENT FLOOR AND FLOOR SLABS:** Before pouring.
8. **FINAL or OCCUPANCY:** When building is complete; drive approach and water meter (when required) are installed.
9. **OCCUPANCY RE-INSPECTION:** When any items listed on the Temporary Occupancy permit have been corrected. (Within 30 days of issuance of Temporary Occupancy.)

PLEASE BE AWARE OF THE ABOVE MENTIONED REQUIREMENTS

Re-inspection fees are in the Building Code. Please make sure your jobs are complete and to code before calling for inspections.