

Required Inspections and Sequence

Who Should Call

In all cases, only the licensed contractor or subcontractor who did the work and obtained the permit should request inspections.

When to Call

Building

Footing	Forms are set, steel is placed, before any concrete is poured (new construction – grounding wire/rebar is in place)
Framing	After subcontracted work (Electrical, Plumbing, Heating) is inspected and passed and structural work is complete. Smoke detectors must be in place throughout existing house for all remodels and room additions. Engineered specs for truss systems must be on the job site for inspector's review.
Final	After subcontracted work is done, inspected and approved. Building is ready for occupancy.

Electrical

Service Inspection	When ready for meter
Cover Inspection	When boxes are set, wires are run and before insulation (when work is ready to be covered)
Final	All work is done (outlet covers on, fixtures in place)

Heating and Air Conditioning

Service Inspection	When equipment is replaced, ready for gas meter
Cover Inspection	When ducts, flues, fireplaces, etc. are installed (ready to be covered)
Final	All work is done (fixtures set and functioning properly)

Plumbing

Service Inspection	Pipes are laid, ditch is open
Groundwork	Pipes are laid, ready for slab
Cover	System is tested (when work is ready to be covered)
Final	All work is done (fixtures set and functioning properly)

Where to Call

Building Permit Counter – Building Inspection requests and General Information

<i>Ryan Neipert 326-7745</i> 7:00 AM – 3:30 PM, M-F	<i>Jon Shinbori 328-6727</i> 8:00 AM – 4:30 PM, M-F
--	--

Building questions and concerns, Office Hours 7:00 – 8:00 AM and 11:30 – 12:30 PM Daily (Typically)

<i>Max Adams 327-5171</i>	<i>Jake Ralfs 327-5172</i>
---------------------------	----------------------------

Electrical Inspection requests and questions	Mechanical Inspection requests and questions	Plumbing Inspection requests and questions
---	---	---

Office Hours 7:00 – 8:00 AM and 11:30 – 12:30 PM Daily (Typically)

<i>John Claeys 327-5173</i> <i>Mike Anderson 327-5174</i>	<i>Jon Keeney 327-5177</i>	<i>Jason Kauzlarich 327-5175</i>
--	----------------------------	----------------------------------