



## Inspections During Construction

- Secure your permit before starting the actual work. A fine of \$100 per required permit may be imposed if work is started before the permit is issued.
- A permit card should be prominently displayed until all work is completed and approved.
- The work should be started within one hundred eighty days from the date of the permit and completed within one year of the date of the permit.
- Approved plans should be on the job site at all times or the inspection may be denied.
- When inspections are required, please call the Bureau of Building Standards and Safety Inspector's direct line **seventy-two hours in advance**.
- Building Inspections are required for:
  - Footers (new construction) Prior to placement of concrete.
  - Foundations (new construction) After water proofing and before backfilling.
  - Rough framing, electrical, plumbing and mechanical (prior to closing the wall).
  - Fire stopping (prior to closing the wall).
  - Insulation (prior to closing the wall).
  - Drywall (prior to tape and spackling).
  - Completion of project (final inspection) (certification of occupancy).
- To schedule a final inspection for a Certification of Occupancy, please make a final inspection request **three weeks in advance**.
- Electrical, plumbing and mechanical inspections are required for rough-in (before wall, floor and ceiling closure).
- Heating, furnace and water heater Inspections are required after the work is completed.

**\*\* For all inspections call the phone number for your individual inspector that was given to you with your permit.**