

# BUILDING PERMIT INSPECTION PROCEDURES

Please call **874-8703** or **874-8693** to schedule your inspections as agreed upon

Permits expire in 6 months, if the project is not started or ceases for 6 months.

The Owner or their designee is required to notify the inspections office for the following inspections and provide adequate notice. Notice must be called in 48-72 hours in advance in order to schedule an inspection:

By initializing at each inspection time, you are agreeing that you understand the inspection procedure and additional fees from a "Stop Work Order" and "Stop Work Order Release" will be incurred if the procedure is not followed as stated below.

A Pre-construction Meeting will take place upon receipt of your building permit.

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|-------------------------------------|---|--|
| <input checked="" type="checkbox"/> | Footing/Building Location Inspection;     | Prior to pouring concrete  |
| <input checked="" type="checkbox"/> | Re-Bar Schedule Inspection:               | Prior to pouring concrete  |
| <input checked="" type="checkbox"/> | Foundation Inspection:                    | Prior to placing <b>ANY</b> backfill   |
| <input checked="" type="checkbox"/> | <b>Framing/Rough</b> Plumbing/Electrical: | Prior to any insulating or drywalling  |
| <input checked="" type="checkbox"/> | Final/Certificate of Occupancy:           | Prior to any occupancy of the structure or use. NOTE: There is a \$75.00 fee per inspection at this point. |

Certificate of Occupancy is not required for certain projects. Your inspector can advise you if your project requires a Certificate of Occupancy. **All** projects DO require a final inspection

**XDP** If any of the inspections do not occur, the project cannot go on to the next phase, REGARDLESS OF THE NOTICE OR CIRCUMSTANCES.

**XDP** CERIFICATE OF OCCUPANICES MUST BE ISSUED AND PAID FOR, **BEFORE THE SPACE MAY BE OCCUPIED**

<u><i>David A. Fisher</i></u>	_____
Signature of Applicant/Designee	Date
<u><i>Donna Martin Admin</i></u>	<u>7-5-05</u>
Signature of Inspections Official	Date

CBL: 45 E 012 Building Permit #: 050704