

YOU ARE REQUIRED AND RESPONSIBLE TO CONTACT THIS OFFICE TO REQUEST INSPECTIONS FOR THE FOLLOWING WORK. ROUGH AND FINAL INSPECTION: A 24 (TWENTY-FOUR) HOUR NOTICE IS REQUIRED.

- **INSPECTIONS ARE TO BE CALLED IN BY THE “CONTRACTOR” / “HOMEOWNER” WHOM THE PERMIT WAS ISSUED TO.**

- Call the **Building Official’s** office at the following times. (767-2200 ext. 309)
 - A. At the time of excavation-before the footing/foundation is poured.
 - B. After foundation has been damp-proofed and prior to backfill.
 - C. For rough frame inspection, after weather tight shell including roof & windows/doors with all interior partitions completed and **BEFORE** building is insulated.
 - D. Insulation installation
 - E. Sheetrock installation
 - F. For final inspection

- **Electrical Inspector** must be called for inspection at the following times. (767-2200 ext. 309)
 - A. For temporary electrical-if applicable
 - B. For underground service ~TWO TRENCH INPSECTIONS
 - C. Service inspection for underground and or overhead
 - D. For rough inspection when all wiring is completed and **BEFORE** building is insulated.
 - E. For final inspection

- **Plumbing Inspector** must be called for inspections at the following times. (767-2200 ext. 309)
 - A. Call for all underground plumbing **BEFORE lines are buried.**
 - B. For rough plumbing inspection: When all tubing and drain lines are completed and **BEFORE** building is insulated.
 - C. For final inspection.

- **Mechanical Inspector** must be called for installation of heating and air conditioning units at the following times: (767-2200 ext. 309)
 - A. Call for rough **BEFORE** building is insulated.
 - B. Radiant Heat Inspections: Tubing inspection **BEFORE** pour, and under pressure. (min. 60 p.s.i.)
 - C. Call for final when all work is completed.