

## **Building – Inspection**

### **Are inspections required?**

Yes. It is the responsibility of the permit holder to arrange for inspections. Building inspections consist of examining and evaluating construction to determine if the work is compatible with the accepted standard of construction.

### **What type of inspection do I have to call for?**

This would include foundation, framing, energy efficiency, plumbing, heating, electrical and a final inspection. Inspections are part of the permit process and labeled on your issued permit.

### **How do I set up an inspection?**

Inspections are arranged by calling the Building Division (887-2310) the day prior before 4:00 pm. For Monday or a recognized holiday, the inspection has to be called in Friday or the day prior to the holiday.

### **Can I make a specific time or appointment?**

You can ask for an AM or PM. We will make every effort to abide by this section of time. You can call the inspector between 7:30 and 8:30 in the office to get a time window when he will be there.

### **Is there a fee for cancelling?**

In the event an inspection needs to be canceled or not ready, cancelling before the inspector leaves the office is the time to do it. If the inspection is not ready, an inspection fee of \$65.00 can be imposed for the added trip.

### **Can I talk with somebody concerning the inspection?**

The inspector will be normally back in the office around 3:30, if there is a question concerning the inspection; you may be able to get an answer sometime when he returns.

### **What is required for a final inspection?**

The building codes state that no building or structure shall be used or occupied until the building official has issued a certificate of occupancy. All work covered under the permit needs to be completed.

### **Can I move in before a final inspection?**

All work covered under the permit must be completed and inspected in order to receive approval to occupy. Once a permit is "signed off" it is closed and no further inspections are authorized.

**What is a Certificate of Occupancy?**

A Certificate of Occupancy is issued pursuant to a building permit for new construction, and changes of occupancy after all the necessary construction have been approved by the inspector. It is evidence that Building Inspection has determined that the construction was done according to the requirements of the code for the given occupancy to be housed in the building.

Issuance of the C of O may take time to complete, as we may need to collect reports from a number of agencies approvals before the permit is closed out and a C of O issued. The yellow job jacket showing all the final signatures serves as your C of O until one arrives in the mail.

**I need to use a space that has work being done to it under a permit. How can I use those spaces?**

A "Temporary C of O" may be issued only to commercial work under certain circumstances. A written request providing the length of time and explaining the reason behind the need for a Temporary C of O must be submitted to the Building Official for consideration. If all the Fire and Life safety concerns are met and approved by others regulating agencies, you can occupy spaces while other areas are being completed