



# Milestones of Inspections (Residential)

No structure is to be occupied without a Certificate of Occupancy

Please ensure that each milestone listed below has been completed before scheduling any inspection. Any extra visit is subject to a *revisit fee*.

## New Home, Addition and Accessory Structures

1. **Plan Review:** A set of approved plans must be on site for all inspections
2. **Footer and/or Piers**  
When excavation is completed and forms are installed, prior to pouring of concrete.
3. **Foundation Inspection**  
After forms are stripped, tie holes are sealed, water or damp proofing is completed, bolts or straps are in place, and footer drain is in place.
4. **Pre-Slab Inspection**  
An inspection is only necessary if any of the following are in or under the slab:  
Mechanical, Electrical or Plumbing.
5. **Rough Inspection**  
All mechanical rough-ins are completed.  
All electrical rough wiring is completed, including wire splicing.  
Electrical service is installed.  
All rough plumbing is completed and pressure test is in place.  
All framing is completed.  
All draft/fire stopping is completed.  
All 6 items listed above must be complete  
Before a framing inspection can be scheduled.
6. **Energy Inspection**  
When insulation has been installed, as per approved plans.
7. **Wall Board Inspection**  
After wall board is hung, but prior to any primer or paint.
8. **Final Inspection (Certificate of Occupancy)**  
Call after all work is completed, no exceptions.

## Deck Milestones

1. **Plan Review:** A set of approved plans must be on site for all inspections.
2. **Footer and/or Piers**  
When excavation is completed and forms are installed, prior to pouring of concrete.
3. **When deck is completed.**

## Pool Milestones

### *Above Ground Pool*

1. **Plan Review:** A set of approved plans must be on site for all inspections. Pool is set in place, trench is dug with conduit installed, electrical wiring is completed, and all necessary fencing, gates, and alarms are in place.
2. **Open trench**
3. **Pump and motor** are in place.
4. **Bonding** is completed.
5. **Call for inspection.**

### *In-ground Liner Pool*

1. **Plan Review:** A set of approved plans must be on site for all inspections.
2. **Frame is set**, collar is poured, bonding is complete, trenches are dug, conduit is completed, and potting compound is installed.
3. **Equal potential bonding grid** is in place.
4. **Pool electrical wiring** is completed, fences and gates are installed, all alarms are in place and working: pool is completed.

### *In-ground Formed Pool (poured concrete)*

1. **Plan Review**, a set of approved plans must be on site for all inspections.
2. **Steel rebar** is in place, bonding is complete, trenches are dug, conduit is installed, potting compound is installed.
3. **Equal potential bonding grid** is in place
4. **Pool electrical wiring** is completed, fences and gates are installed, all alarms are in place and working: pool is completed.

## **Manufactured, Modular, and Mobile Homes**

1. **Plan Review:** A set of approved plans must be on site for all inspections.
2. **Footer and/or Piers:**  
When excavation is completed and forms are installed, prior to pouring of concrete.
3. **Foundation Inspection**  
After forms are stripped, tie holes are sealed, water or damp proofing is completed, bolts or straps are in place, and footer drain is in place. (*where required*)
4. **Electrical service** is installed, any rough wiring completed (splicing of wiring included), rough plumbing is installed (with pressure tests included).
5. **Final inspection**, with skirting openings so entire bottom of unit can be seen.