



## WHEN TO CALL FOR INSPECTIONS

### **Please comply with all applicable inspection procedures specified below**

- **FOOTING:** After footing is dug with chairs, reinforcing steel in place and before concrete is poured. **Please call 2 to 3 days in advance of desired inspection date.**
- **FOUNDATION INSPECTION:** Is to be performed before framing work begins or backfill is installed. Cleanouts, grease traps (if needed) foundation and roof drains must be in place; foundation coating must be applied, anchor bolts and top plate shall be installed. Post-pour footing inspection work shall be conducted at this time and shall include verification of depth of the footing, continuity of the footing, width of the footing, and determining if the top of the footing is level. **This inspection will also include the underground plumbing, underground electrical and underground mechanical inspections.** All underground plumbing, mechanical and electrical trenching must remain open and all piping, sleeves and/or conduit required for utilities shall be in place and provided with rodent-proofing. Note: **foundation may not be approved until the plumbing, electrical and mechanical underground work has been approved. Please call 2 to 3 days in advance of desired inspection date.**  
***NO WORK SHALL BE CONCEALED FROM VIEW UNTIL IT HAS BEEN APPROVED BY THE APPROPRIATE INSPECTOR.***
- **CONCRETE FOUNDATIONS:** Any required forms shall be in place prior to inspection. Materials for the foundation shall be on the job, except where concrete is ready mixed in accordance with ASTM C-94, the concrete need not be on the job. Inspection is required after the forms and reinforcing steel are in place and before concrete is poured. **Please call 2 days in advance of desired inspection date.**
- **UNDER-SLAB/FLOOR INSPECTION:** (i.e. concrete pads, driveways, walkways, steps, etc.) Shall be made prior to pouring of concrete or floor sheathing is installed including subfloor and after the base course is properly prepared, after under-slab reinforcing material, vapor barrier (if needed) and building service equipment, conduit, piping accessories and other related equipment items are in place. Preferably inspected after plumbing and electrical inspections have been completed. **Please call 1 to 2 days in advance of desired inspection date.**
- **RETAINING WALLS - 4' FOOT OR HIGHER** 1) **Footing:** Inspection is needed after excavation and prior to setting any blocks. 2) **Drainage:** After drainage rock has been installed and the drainpipe is installed but before the pipe is covered. 3) **Reinforcing Grid:** Is required before covering each layer of reinforcing grid. Depending on wall design, usually every third tier of block. Be sure to use proper fill material behind wall (rock or soil) and compact as specified. 4) **Final Inspection:** An inspection must be made when the wall is complete, this inspection must be completed within 6 months from the date the permit is issued. **Please call 2 days in advance of desired inspection date.**
- **LOWEST FLOOR ELEVATION:** In *flood hazard areas*, upon placement of the lowest floor, including the *basement* and prior to further vertical construction, the elevation certification is required, and a *flood hazard document* must be prepared and sealed by a *registered design professional* and submitted to the *building code official*.
- **ROUGH INSPECTIONS** (*All rough inspections will be performed simultaneously*).



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- **ELECTRICAL ROUGH-IN INSPECTION:** After the roof, framing, fire blocking and bracing are in place and all other wiring and other components to be concealed are complete. This inspection is required before the insulation of wall or ceiling membranes. **Electrical Inspections are performed by the Borough of Dormont's contracted 3<sup>rd</sup> party agency (MDIA).**
- **MECHANICAL (HVAC) INSPECTIONS:** After the roof, framing, fire blocking and bracing are in place and all other ducting and other components to be concealed are complete. This inspection is required before the insulation of wall or ceiling membranes. **Mechanical Inspections are performed by the Borough of Dormont's contracted 3<sup>rd</sup> party agency (MDIA).**
- **PLUMBING ROUGH-IN INSPECTIONS:** After the roof, framing, fire blocking, fire-stopping, draft-stopping and bracing are in place and all sanitary, storm and water distribution piping is roughed-in. Inspection is required before installation of wall or ceiling membranes. **Please contact ACHD Plumbing Division for Plumbing Permits.**
- **FRAMING INSPECTION:** Before insulation is installed and after all rough-in work is complete on plumbing, electrical and mechanical systems. (Fire blocking is inspected at this time). Inspections must be performed prior to the installation of any insulation material. Note: the framing may not be approved until the plumbing, electrical and mechanical rough-in work has been approved by the Department. **Please call 1 to 2 days in advance of desired inspection date.**

### OTHER INSPECTIONS REQUIRED

- **INSULATION INSPECTION:** After the framing work is approved and all insulation materials have been installed with the manufacturer's **R- value mark** readily observable upon inspection. **Please call 2 to 3 days in advance of desired inspection date.**
- **WALLBOARD INSPECTION:** After the insulation is approved and after wallboard has been fastened is in place, but before any plastering is applied and prior to the wallboard being taped and spackled. Depending on the classification and use the material must be installed in such a manner that will provide the type of protection required for the building. **Please call 2-3 days in advance of desired inspection date.**
- **FIRE PROTECTION SYSTEMS:** Is to be performed after **fire alarm systems** and/or **fire suppression systems** are installed and functioning. The Department has the option to accept installation and test certificates from the installing contractor(s) in lieu of witnessing the testing of fire protection systems. **Please note that, if they were not submitted with the initial application, shop drawings must be submitted for Department review and approval at least two weeks before the projected installation date. Please call 1 week in advance of desired inspection date.**
- **ENERGY EFFICIENCY INSPECTION:** **The Energy Conservation Code applies to newly constructed building, new construction within an existing building, additions, alterations and repairs to existing buildings.** Inspections are required for residential and commercial construction, to ensure that the correct product is installed and installed correctly to determine compliance with the Energy Conservation Code. (Inspections are required for Insulation and new window replacement) **Please call 2-3 days in advance of desired inspection date.**



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- **WINDOWS NEW/REPLACEMENT INSPECTION:** After windows are installed. Note: insulating material shall be installed such that the manufacturer's ***R-value mark*** is readily observable upon inspection.
- **ACCESSIBILITY INSPECTIONS:** Are performed by our contracted third-party Inspection agency, Middle Department Inspection Agency (MDIA). Accessibility inspections must be conducted at the time the building is ready to have a framing inspection performed and continue until all provisions of accessibility are met. A Certificate of Occupancy will not be issued if accessible elements are not approved. **Inspections are required 1 week in advance.**
- **SIGNS/AWNINGS:** All signs and awnings are required to be inspected regarding their location, design and construction and must meet all applicable Zoning and Building (UCC) requirements. **Please call for inspection when the sign has been erected, final inspection will be made as soon as possible.**
- **FINAL BUILDING INSPECTION:** Is to be performed after all items pertaining to the issued building permit have been completed and the Inspector confirms all the work covered by the building permit has been completed per the plans and applicable code. **Please call for an inspection 2-3 days in advance of desired final inspection date.**
- **DEMOLITION WORK:** Contractors responsible for demolition work where an entire structure is razed will be required to submit signed documentation that certifies that the vacant lot is filled to existing grade and that all service connections have been discontinued and lines have been capped. Demolition work being performed on existing buildings as part of renovation work or the erection of an addition may be subject to other inspections depending on scope of work. Contractors must ensure that pedestrian protection measures have been installed prior to commencing demolition. **Applicant is required to call for inspections when demolition work in commencing and when work has concluded, and the lot has been restored to existing grade. An inspection will be made as soon as possible.**

**A Final Inspection Report must be submitted to the Building Code Official on all items pertaining to the permit before a Certificate of Occupancy can be issued.**

***NO WORK SHALL BE CONCEALED FROM VIEW UNTIL IT HAS BEEN APPROVED BY THE BUILDING INSPECTION DEPARTMENT.***

***Please Note: It is the owner or approved contractor's responsibility to call for inspections, if inspections are not made according to this procedure, you may be in violation of the Pennsylvania Uniform Construction Code and may be subject to fines and prosecution.***

***No one may occupy the structure (or portion thereof) until a Certificate of Occupancy is obtained.***