

REQUIRED INSPECTIONS FOR CONSTRUCTION PERMITS

Section 109 of the State Building Code requires the permit holder to notify this office when any portion of the work is ready for inspection Call the Inspection Request Line (231) 533-3510. Indicated below are the stages of construction when we should be notified to perform the inspection indicated. In addition, we must be notified whenever an inspection report indicates, “please call for reinspection”. Call 24 hours ahead to schedule inspections. Under normal circumstances, inspections will be done within 24 hours. **To talk to an inspector, call between 8:00 AM- 9:30 AM Monday through Friday (231) 533-8373.**

Type of Inspection	Type of Permit	State of Construction
Footing	Building Electrical	When excavation is completed, forms and reinforcing are in place. Footings that have reinforcing rod installed; and this rod is ½ inch in diameter with a minimum of 20 ft. Prior to pouring concrete or placing pea stone.
Service	Electrical	When meter base and panel is set and panel grounded.
Underground	Mechanical	When underground ductwork, radiant tubing, or process piping is installed prior to covering.
Underground	Plumbing	After all trenches or ditches are excavated, piping installed, and prior to covering.
Pre-Pour Foundation Wall	Building	When forms are set-up & rebar properly installed.
Foundation (backfill)	Building	When foundation walls are complete, reinforcing and anchors installed, damp proofing or waterproofing and drainage system installed and prior to backfilling.
Rough	Electrical Mechanical Plumbing	Prior to the installation of insulation and interior finish materials. Prior to the installation of insulation and interior finish materials Prior to the installation of insulation and interior finish materials
Rough	Building	When all sub-trades (electrical, mechanical and plumbing) have been roughed in and approved. Prior to the installation of insulation and interior finished materials.
Insulation	Building	Before covering of any insulation; exception blown in attics seen at final.
Final	Sub-trades	When all construction work has been completed.
Final	Building	When all sub-trades (electrical, mechanical, and plumbing), have been finaled and approved; construction work has been completed.

BLOWER DOOR TEST MUST BE COMPLETED AND SUBMITTED TO OFFICE BEFORE FINAL.

A building or structure shall not be used or occupied until a certificate of use and occupancy has been issued by the appropriate enforcing agency.