

Residential Final Priority List

It is the permit holder's responsibility to inspect the structure and ensure that it is complete and ready prior to inspection. Permits expire after 180 days of inactivity and subject to an expiration fee or cancellation.

All of the following items must be completed before a Final Inspection will take place:

1. The permanent code-compliant address numbers will be posted and visible from the public way.
2. The driveway(s) will be complete.
3. All of the building exterior will be weather-tight, and all doors and windows installed.
4. All interior/exterior stairs, landings, guardrails, handrails, porches and decks will be complete.
5. All flooring affecting stairs, landings, and thresholds will be complete.
6. The fire-rated separation (walls/ceiling) between the garage and dwelling will be complete and tight.
7. (In a duplex) The fire separation wall between dwelling units will be complete and tight.
8. All smoke and carbon monoxide detectors will be installed and functional.
9. All electric, boxes, devices, covers, and fixtures will be installed and complete.
10. All GFCI and Arc-fault-protected receptacles will be tested, functional, and accessible for inspection.
11. All permanent appliances will be installed; hookup complete.
12. All permanent plumbing fixtures will be installed and complete.
13. All sewer clean-outs and backwater valves will be accessible.
14. All gas lines and appliances will be complete and tested, and all gas valves will be accessible.
15. The fireplace log-lighter opening will be grouted with approved material.
16. Combustion-air will be provided for gas-fired equipment.
17. All water lines will be complete and tested.
18. All service utilities (electricity, gas, water, and sewer) will be connected and operational.

Any special considerations or exceptions to the list above must be approved in writing at least 48 hours prior to inspection.

If the structure is determined to be not ready at the time of the scheduled inspection a \$100.00 re-inspection fee will be assessed and the inspection must be rescheduled as a first time inspection.