

RESIDENTIAL INSPECTION REQUIREMENTS

- JOB SITE ADDRESS posted during entire construction process.
- JOB PLACARD POSTED IN PLAIN SIGHT
- APPROVED JOB COPY OF PLANS MUST BE AVAILABLE ON ALL JOBS FOR ALL INSPECTIONS. If approved prints are not on-site at the time of inspections, a re-inspection must be scheduled.
- REINSPECTION FEES - A re-inspection fee will be charged when the inspector must return to work that was not ready, building was locked, approved construction documents not on site, and I or had failed a previous inspection. Fee must be paid prior to scheduling final inspection, or if two (2) fees are assessed on a project, fees are due before the next inspection is scheduled.
- TWENTY-FOUR (24)-HOUR NOTICE is required for ALL INSPECTIONS. Inspection Requests must be received by 3:00 p.m. for an inspection the next day. You can call on the day of your inspection, between 7:00 a.m.-9:15 a.m. for an approximate inspection time.
- PLUMBING APPROVALS: In addition to receiving an inspection approval from the Ashtabula County Building Department, IT IS THE CONTRACTORS AND/OR OWNER'S RESPONSIBILITY to obtain all plumbing approvals from the Ashtabula County Health Department, T: 440-576-6010 Option #3.

REQUIRED INSPECTIONS

- **FOOTING / PADS / PILINGS INSPECTIONS**
 1. Upon completion of Footing Forms, Reinforcement, etc. but BEFORE INSTALLING CONCRETE schedule a pre-pour inspection with the Ashtabula County Building Department.
 2. A minimum of (1) One-Hour window is required when scheduling for an inspection.
 3. Earliest pour time is 10:00 A.M.
- **FOUNDATION INSPECTIONS**
 1. Upon completion of water proofing, drain tile with cover stone in place, and prior to backfilling.
- **SLAB INSPECTION**
 1. Upon completion of insulation, vapor barriers, mesh, etc. but BEFORE INSTALLING CONCRETE schedule a pre-pour inspection with the Ashtabula County Building Department.
 - A. Concrete slab and under-floor inspections shall be made after in-slab or under- floor reinforcing steel and building service equipment, conduit, piping accessories and other ancillary equipment items are in place, but before any concrete is placed or floor sheathing installed, including the subfloor.
 2. A minimum of ONE-HOUR window is required when scheduling for inspection.
 3. Earliest pour time is 10:00 A.M.

- **STRUCTURE, ELECTRICAL, MECHANICAL, FIRE ALARM, FIRE SPRINKLER ROUGH-IN INSPECTION:**
 1. All Additional Permits must be on file (electrical, mechanical, gas piping, etc.).
 2. Rough-in inspection approval, in any area, is required before concealment.
 3. Structure, electrical, mechanical roughs, and fireplace shall be inspected at the same time.
 - A. Framing: Complete framing inspections shall be made after the roof deck or sheathing, all framing, fire blocking and bracing are in place and pipes, chimneys and vents to be concealed are complete and the rough electrical, plumbing, heating wires, pipes and ducts are approved. Protection of joints and penetrations in fire-resistance-rated assemblies shall not be concealed from view until inspected and approved.
 - B. Electrical: Complete electrical rough in with all splicing in boxes ready to receive devices.
 - C. Mechanical: Complete mechanical installations including all ductwork, fuel gas piping, equipment, and electrical connections. Heat pipes in concrete slab to be inspected prior to pouring concrete.

- **FIREPLACE INSPECTIONS**
 1. Masonry - to be inspected at top of smoke chamber when first flue tile is set and smoke chamber purged.
 2. Prefab - rough in before enclosing. Prefab fireplace inspection should be done at the same time as the structural, electrical, and mechanical rough in inspection.

- **ENERGY EFFICIENCY – INSULATION INSPECTION**
 1. After any Rough Plumbing, Rough Framing, Electrical, Mechanical, and any other work that may be concealed has been inspected and approved.
 2. Insulation is completely installed but prior to placement of any drywall or other covering.
 3. Inspections shall include, but not be limited to, inspections for envelope insulation R and U value, fenestration U value, duct system R value, and HVAC and water heating equipment efficiency.

- **FIRE RESISTANCE RATED CONSTRUCTION INSPECTION**
 1. Protection of joints and penetrations in fire-resistance-rated assemblies shall not be concealed from view until inspected and approved.
 2. After all wallboard is installed and before wallboard joints and fasteners are taped and finished.

- **ELECTRICAL SERVICE INSPECTION (Temporary or Permanent)**
 1. Temporary Power Pole - prior to the utility company hook up.
 2. Permanent Electrical Service - when main panel is installed and grounding is complete with cover off prior to the utility company hook up.
 3. Approval is faxed the next business day to the utility company. The Electrical Contractor I Owner's is responsible for scheduling hook up with the appropriate utility company.

▪ **REQUEST FOR FINAL INSPECTION**

1. Upon completion of all phases of any construction. Final inspection approval is required upon completion and approval of all phases of any construction prior to occupancy.
2. All Fuel Piping Installations must have an ACCEPTANCE TEST CERTIFICATE submitted and approved to the Ashtabula County Building Department before a final inspection can be schedule. See Acceptance Test Information in Section 10.
3. Obtain final plumbing from the Ashtabula County Health Department.
4. After submittal and review of all Special Inspection Reports (OBC Section 1704) if applicable.
5. After payment of any re-inspection fees.

▪ **REQUIRMENTS TO OBTAIN AN ISSUE CERTIFICATE OF OCCUPANCY**

1. Final building inspection and approval by the Ashtabula County Building Department.
2. Final plumbing inspection and approval from the Ashtabula County Health Department.
440-576-6010 Option #3
3. Final grade/drainage inspection and approval by the Ashtabula County Building Department.

▪ **CERTIFICATE OF OCCUPANCY COPIES**

Contractors / Owner's may contact the Ashtabula County Building Department one week after a final inspection has been approved AND all confirmations (Final Plumbing Approval) are received by the Ashtabula County Building Department, to request a copy of the certificate of occupancy.