

Address _____ Date of Permit _____

Builder _____ Phone _____

CITY OF SANDWICH

INSPECTION SCHEDULE FOR RESIDENTIAL CONSTRUCTION AND REMODLEING

The following is a general list of required inspections. It is the applicant's responsibility to schedule inspections as required. **Both current 055 (Contractors registration number) and 058 (Plumbing license number) must be noted on permit application.**

To schedule an inspection, call the Building Department at 815-786-8802 not less than 48 hours before the inspection is required. All items need to have inspections unless crossed out.

Note: An approved set of building plans and the permit card shall be on the jobsite protected from weather.

___ **1. SITE:** After application is accepted and before any work progresses, the owner or builder shall clearly mark with stakes, the property boundaries and the foundation footprint. A silt fence must be in place before works commences. **See Plat of survey requirements.**

___ **2. FOOTING:** Excavation completed, footing forms and rebar installed, free of standing water and ready to pour.

___ **3. BACKFILL:** Concrete walls have cured for 8 days, perimeter drain tile installed and gravel covered, damp proofing applied and code compliant window wells installed.

___ **4. SEWER/ WATER:** Excavation exposed and lines visible at the point of connection.

___ **5. ELECTRICAL SERVICE:** Installed service panel

___ **NOTE:** Prior to framing, a spot survey indicating setbacks and top of foundation must be submitted, reviewed and approved. **See Plat of survey requirements.**

___ **6. FRAME AND WIRE:** The structure is framed, roofed and rough wiring is complete. Windows and doors (if applicable) must have energy rating stickers attached. **Energy ratings for windows must be noted on energy certificate that must be attached to electrical panel before final inspection.**

___ **7. UNDER FLOOR PUMBING:** All plumbing must be left uncovered and safe access to the basement must be provided.

___ **8. ROUGH PLUMBING:** Rough plumbing complete and water meter base is installed.

___ **9. CAULK:** Draft stopping, fire caulk and energy caulking complete.

___ **10. INSULATION:** Installed Insulation, draft stopping and fire caulking complete. **Insulation values (basement, crawls, walls, ceilings and attics) need to be noted on energy certificate that must be attached to electrical panel before final inspection.**

___ **11. BASEMENT SLAB:** Stone fill and grades established with vapor barrier installed and taped.

___ **12. GARAGE SLAB:** Stone fill and grades established with wire mesh or approved substrate.

___ **13. PUBLIC SIDEWALK AND DRIVEWAY APPROACH:** Stone fill and grades established with forms in place with a minimum of six (6) inches for public sidewalk (rebar dowels are required when installing new sidewalks into existing) when crossing the driveway and a minimum of six (6) inches for the approach.

___ **NOTE:** An as built grading survey must be submitted, reviewed and approved **prior** to a certificate of occupancy being issued. **See Plat of survey requirements.**

___ **NOTE:** A Blower test must be performed and the results submitted and approved **prior** to a certificate of occupancy being issued. **Test results must be noted on energy certificate that must be attached to electrical panel before final inspection.**

___ **14. Final:** Construction complete and all systems fully functional including plumbing.

NOTE: The following is a quick checklist of areas often incomplete during final inspection. This is not meant to be a complete list.

All spigots must have an anti-siphon valve.

Programmable thermostat must be in place and operational.

Scuttle hole doors must have a weather seal installed and be insulated.

Whole House fans must have an insulation plan in place for months of non-use.

Gutters and downspouts must be functional.

Check valve (back flow prevention) and expansion tank must be installed.

All outlets need to be working correctly and GFI's functional. All outlets/ switches must be secured tightly to the box. Arc fault circuits must be marked.

Hot water must be present at faucets and showers/ a maximum of 115 degrees is allowed.

Caulk any openings or penetration holes to exterior walls under sinks and/or vanities.

Garage service door to house must have self-closing hinges or a suitable substitution.

Landscaping complete.

4" minimum house address numbers installed and clearly visible from street.

All exterior vent covers installed.

Exterior caulking complete.

HVAC runs /joints must be sealed with approved tape.

Electrical panel door must have 2012 IECC certificate adhered and completed.

Basement/ crawl space slabs must be caulked at all wall and relief joints.

If for any reason, work is not ready when inspector arrives for a scheduled inspection, a repeat inspection fee may/ will be charged.

IN NEW CONSTRUCTION, DO NOT OCCUPY BUILDING UNTIL A FINAL INSPECTION HAS BEEN PERFORMED AND A CERTIFICATE OF OCCUPANCY HAS BEEN ISSUED.