Guide to Residential Inspections

**Scheduling Inspections**

- To schedule an inspection please call 614.901.6650 or 614.901.6880 **before 12:00 noon** for the next day service. When scheduling any inspection, you must specify the type of inspection, address, and permit number.

**Timed Inspections**

- The following inspections can be given a specific time: Sanitary sewer, Footing, Pre-pour concrete foundation walls, Gas piping pressure test, Furnace & air-conditioning, Hot water tank, and Interior components within an occupied dwelling.

**Temporary Electric Service**

- Installation is to be in accordance with the 2017 National Electrical Code Section 590.4 (A).

**Sanitary Sewer**

- After the installation of the piping, stone bedding, area marked for the dirt dam, but before backfill.

**Footing**

- After the excavation, all formwork is in place, all required reinforcing steel is secured in place on chairs, and prior to the placing of concrete.
- Note: winter months will require the use of insulated blankets, or tents provided with a heat source to maintain a concrete temperature of **50 degrees for three days**.

**Foundation  (Concrete Pre-Pour)**

- Poured concrete foundation walls will require an inspection prior to pouring the concrete. The inspection shall occur after the wall forms have been set, window openings and beam pockets are set, and all reinforcing steel is installed and secured.
- **Note:** Winter months will require the use of insulated blankets, or tents provided with a heat source to maintain a concrete temperature of **50 degrees for three days**.
**Foundation (Concrete Post-pour)**

- The original surveyor’s foundation certificate must be submitted to the Engineering Department, and approved prior to scheduling the foundation inspection.
- The inspection shall occur after the forms have been stripped, waterproofing applied, interior wall bracing has been installed, and prior to backfill.

**Foundation (Cement Masonry Unit)**

- The original surveyor’s foundation certificate shall be submitted to the Engineering Department and approved prior to scheduling the foundation inspection.
- The inspection shall occur after interior wall bracing has been installed, and exterior waterproofing has been applied, but before backfill.
- Note: Winter months will require all materials to be heated throughout the mixing and placing stages, and insulated blankets, or tents shall be provided to maintain a temperature of 50 degrees for three days.

**Underground Plumbing**

- After the installation of all piping with a pressure test applied, and before backfilling.

**Pre-slab**

- This inspection occurs after the underground plumbing approval, after the installation of the 4” base material, vapor barrier, grade stakes, chalk lines placed on walls to indicate concrete thickness, and any required thickened slabs. Note: the sanitary cleanout shall be glued in place.
- **Note**: Winter months will require the use of insulated blankets, or a heat source to maintain a concrete temperature of 50 degrees for three days.

**Rough Plumbing**

- All plumbing shall be installed in accordance with the 2017 Ohio Plumbing Code.
- The inspection shall occur prior to the concealment of all work, after all drain, waste, vent, and water lines have been installed, and pressure tests have been applied.

**Rough Electrical & Service**

- All electrical shall be installed in accordance with the 2017 National Electrical Code.
- Prior to the concealment of work, after all wiring has been run, boxes are set, splices are complete, and prior to the framing inspection.
- **Note**: the Westerville Electric Division (614.901.6700) shall approve the location of the electric service meter.
**Water Service Piping**

- The water service line shall be sleeved and sealed from the inside face of the foundation wall to 12” beyond the foundation excavation. This inspection shall occur prior to backfilling the trench.

**Fireplace (Masonry)**

- After the first flue liner is set, exterior air opening is in place, ash dump is in place, the hearth steel reinforcement is in place, and prior to pouring the hearth concrete.

**Rough Hvac**

- Prior to the concealment of the ductwork, after all ductwork is complete, and the joints are sealed. This inspection is performed in conjunction with the framing inspection.

**Framing**

- After the approvals of the rough plumbing and rough electrical inspections, before the installation of insulation, and before stocking with drywall. The dwelling exterior shall be weather-tight prior to this inspection. This inspection is performed in conjunction with the hvac inspection.

**Insulation**

- After the approval of the framing inspection, and prior to the installation of drywall.

**Curb, Sidewalk and Approach**

- This work is under the direction of the Engineering Department Construction Coordinator Nate Lang. Call 614.901.6674 for information and installation standards for the concrete curb, sidewalk and approach.

**Final Plumbing**

- Prior to the occupancy inspection, after all fixtures are set and all plumbing work is complete and operational.

**Final Electrical**

- Prior to the occupancy inspection, after all devices, fixtures, and finish trims are set and all electrical work is complete.
**Final Gas Piping**

- After all interior gas piping has been run to each appliance, and are complete with a pressure test applied.

**Final Grade  (New Dwellings Only)**

- A survey showing the exterior grade matches the development proposed elevations shall be submitted to the Engineering Department prior to scheduling this inspection.
- After all lot grading is complete and ready for sod.

**Site Utilities  (New Dwellings Only)**

- After all manholes and curb boxes have been raised to grade, sod has been laid, or a stand of grass covers the lot.

**Final Hvac**

- After all hvac work is complete, this inspection will be performed in conjunction with the occupancy inspection.

**Conditional Occupancy  (New Dwelling)**

- Conditional occupancy may be given for new residential dwellings from October 1 through May 31 for dwelling exteriors that cannot be completed due to weather conditions. Conditional occupancy will be given for **exterior work only** that does not affect health, safety or the integrity of the structure.

**Occupancy  (Additions or Alterations)**

- After the approvals of the final plumbing, final electrical, and hvac inspections.

**Occupancy  (New Dwelling)**

- After the approvals of the final plumbing, final electrical, and after the completion of the interior and exterior.
- Note: Contact the Zoning Department to confirm the amount of trees and shrubs required on the lot. Additionally, the contractor shall call the Water Department at 614.901.6770 to make arrangements to have a remote reader installed on the water meter.