

# TYPICAL INSPECTIONS

Revised 14 March 2008 to Add #1

**NOTE: Temporary toilet facilities and approved means to contain construction debris are required.**

**1. Erosion and Sedimentation Control.**

- Prior to starting construction or land disturbing activities, sedimentation and erosion control measures must be installed. This includes silt fencing, catch basins, barriers for protecting vegetation, or any other measures required to maintain the site and to keep soil and storm water from entering public ways or adjacent properties.

**2. Temporary service equipment requires a separate permit if not requested at time of Permit Application.**

- Pay required fee and provide Dominion Power Project Number

**3. Footing inspections:**

- Excavated, reinforcing steel, supports, grade posts, anchoring (*as required*) in place and termite treatment applied

**4. Under-Slab Utilities Inspection (As applicable):**

- Forms in place, all electrical, plumbing and /or heating and air conditioning facilities run and all required tests on plumbing and gas lines ready;
- Applicable trade release forms must be submitted.

**5. Slab Prep Inspection:**

- Excavated, reinforcing steel, supports, grade posts, anchoring (*as required*) in place and termite treatment applied.

**6. Foundation walls & pilings:**

- Inspect block work for venting, tie downs, under house grading and debris cleanup

**7. Piling inspection:**

- Piling invoice must be furnished prior to inspection;
- All **pilings installed** with no cuts or notching.

**8. Open floor inspection – Masonry, pile and/or structural slab:**

- **As built foundation survey already submitted** and approved by town;
- Floor system may be installed (except sub flooring) as applicable

**9. Framing Inspection:**

- Framing, nailing, strapping, bolts and so on;
- This inspection shall be made after the roof (*excluding permanent roof covering*), wall, ceiling and floor framing are complete with appropriate blocking, bracing, fasteners and tie-downs in place.

**10. Rough-in inspection:**

- All trades: framing-electrical-plumbing-HVAC-gas, etc. rough-ins must be uncovered and ready for inspection when the request is made and all required tests on plumbing and gas lines ready;
- Roof covering, roof ventilation installed; exterior cladding complete, doors and windows installed, chimney and fireplace vents installed;
- Insulation baffles, fire caulking and blocking installed.

**11. Insulation:**

- Only after all framing and rough-in inspections are approved.

**12. Pre-Final:**

- As built survey showing all structures, lot coverage, building height, designated parking and elevation certificate, V Zone Certification (as required) in file with any other required FEMA, CAMA and/or Corps of Engineers documents;
- Final water and sewer approval (Certification Form);
- Installation and completion of all required off-street parking and drive aisle;

**13. Final inspection:**

*The building inspector shall issue no certificate of occupancy without determining that the proposed building complies with the terms and conditions of the Building Codes, all pertinent adopted policies, codes and regulations of the town, the state, and the federal government. Compliance includes but is not limited to:*

- All work authorized under the building permit complete and all inspections approved.
- Display of street numbers;
- Required trash cans;
- Removal of construction dumpsters, temporary toilet facilities, and debris from the property; and repair and cleanup of any affected public property and vehicular or pedestrian access ways.

**14. Certificates of Occupancy/Compliance:**

- Certificates are issued after the successful completion of all work authorized under the project permits and compliant with all other applicable local, state and/or federal regulations.

**15. Re-inspections:**

- Re-inspection charges must be paid prior to re-inspection.

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**IT IS UNLAWFUL TO USE OR OCCUPY NEW CONSTRUCTION UNTIL A CERTIFICATE OF COMPLIANCE/OCCUPANCY HAS BEEN ISSUED. NC Administrative And Enforcement Code 307.1**

I Have Received The Town Of Duck Typical Inspections As Outlined Above.

Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

***INSPECTIONS:***

***Penalty for failing to call for required inspections  
50% of original permit cost***

**1. Requesting**

- Contact Sandy Cady, Planning and Building Administrative Assistant. If Sandy is unavailable Lori Kopec can assist.

**2. Field Inspections**

- Usually late morning/early afternoon between 10:00 AM and 2:00 PM.
- Usually within 24 hours of request or sooner (*but could take longer*)
- You may request a certain time for an inspection but do not insist. *We will try to schedule an inspection time to coordinate with Dominion Power for existing electrical service “change-over”.*

**3. Inspection Results**

- Posted on job site (*if possible*)
- Inspection results are not readily available from the office staff until the following afternoon after the scheduled inspection.

**4. Correction Notice**

- Notice left on job site (*if possible*)
- Reasonable attempts may be made to contact the contractor in certain situations.

**5. Re-inspections**

- Re-inspection fees must be paid before requesting a re-inspection.
- When it is reasonable to verify a single violation on the next required inspection the inspector (*at his or her sole discretion*) may allow the contractor to continue work after paying the re-inspection fee.