



INSPECTION PROCEDURES FOR RESIDENTIAL STRUCTURES

ANY PROJECT FOR WHICH A BUILDING, PLUMBING, MECHANICAL, OR ELECTRICAL PERMIT IS ISSUED IS REQUIRED TO BE INSPECTED TO CONFIRM COMPLIANCE WITH APPROVED DRAWINGS AND APPLICABLE CODES. IN GENERAL WORK NEEDS TO BE INSPECTED BEFORE IT IS COVERED UP.

REQUIRED INSPECTIONS

It is the responsibility of the contractor to request inspections at least one working day in advance of the date of the inspection and prior to covering any work that needs inspection.

- Work Ready for Inspection: Work for which an inspection has been requested shall be complete at the time the inspector arrives at the site. If there is no access or the work is not complete and ready for inspection, you will be subject to a \$176.18 re-inspection fee.
- Canceling an Inspection: If you must cancel a requested inspection, please do so before 8:00 a.m. of the day of the requested inspection.
- Paying a Re-inspection Fee: Re-inspection fees must be paid before inspections can resume. The fee can be paid at the Building Inspection office located in City Hall.

THE FOLLOWING LIST INDICATES THE SEQUENCE OF INSPECTIONS AND WORK THAT MUST BE COMPLETED PRIOR TO EACH INSPECTION. OBVIOUSLY, NOT ALL THE INSPECTIONS WILL APPLY TO EVERY JOB. IF YOU ARE UNCERTAIN AS TO WHICH INSPECTIONS PERTAIN TO YOUR PROJECT, PLEASE CHECK WITH THE BUILDING INSPECTION DIVISION AT 408-777-3228 BEFORE COVERING UP ANY WORK. FAILURE TO CALL FOR A REQUIRED INSPECTION MAY RESULT IN YOUR HAVING TO DISMANTLE COMPLETED WORK TO EXPOSE THE AREA IN QUESTION FOR INSPECTION.

➤ **Under Slab Plumbing and Electrical**

These inspections are generally the first inspections when projects involve slab-on-grade floors. All under floor plumbing and electric piping is in place. Water pipes have been pressurized to 50 psi or connected to the domestic water supply. The pressure gauge for water pipe testing shall be calibrated in one-pound increments with a 100 psi maximum dial. Waste piping is either pressurized with air to 5 psi or filled with water with a ten foot head. The pressure gauge for waste pipe testing shall be calibrated in 1/10 pound increments with a 10 psi maximum dial.

➤ **Foundation Inspection (footings separate from slab)**

This inspection is generally the first inspection when foundations are poured separately from floor slabs. Inspection occurs after forms are set, reinforcing steel and framing anchors are in place, and trenches cleaned out.

➤ **Concrete Slab (when poured separately from foundations)**

This inspection occurs after all under slab plumbing and electrical piping has been installed and approved. Inspection occurs after forms are set, reinforcing steel and framing anchors are in place, sand sub base and vapor barrier are installed, and tops of foundations are cleaned of

sand, dirt, and debris. Certification from a land surveyor may be needed prior to this inspection stating that the building is located in the proper location, both horizontally and vertically.

➤ **Foundation Inspection (footings and slab poured together)**

This inspection occurs after all under slab plumbing and electrical piping has been installed and approved. Inspection occurs after forms are set, reinforcing steel and framing anchors are in place, sand sub base and vapor barrier are installed, and footing trenches are cleaned out. Pad and Set-back certification from a land surveyor or civil engineer may be needed prior to this inspection stating that the building set backs and pad height conforms to the approved plans.

➤ **Under Floor Inspection (for raised wood floor systems)**

This inspection occurs after all under floor piping and duct work has been installed, and floor framing is in place, but before any floor sheathing or under floor insulation is installed. Water pipes have been pressurized to 50 psi or connected to the domestic water supply. The pressure gauge for water pipe testing shall be calibrated in one pound increments with a 100 psi maximum dial. Waste piping is either pressurized with air to 5 psi or filled with water with a ten foot head. The pressure gauge for waste pipe testing shall be calibrated in 1/10 pound increments with a 10 psi maximum dial. Gas pipe pressure testing does not occur during this inspection (occurs at final inspection), but the contractor may want to pressure test the gas for their own peace of mind.

➤ **Under Floor Insulation Inspection (for raised wood floor systems)**

This inspection occurs after the under floor inspection has been completed and approved and the under floor insulation is installed.

➤ **Roof Deck Inspection**

This inspection occurs after the plywood roof deck has been installed and nailed off but before any roof covering material has been installed. Although not inspected until the final inspection, the roof covering should be installed after the roof deck has been approved in order to provide weather protection for the interior of the structure.

➤ **Shear Wall Inspection**

This inspection occurs after interior and exterior plywood shear walls have been installed and nailed off, but before any finish wall materials (plaster lath, siding, etc.) have been installed.

➤ **Rough Inspections (Plumbing, Mechanical, and Electrical)**

These inspections can be performed individually or combined. The electrical rough inspection will occur after all wiring, outlet boxes, and main and subpanels have been installed but before outlets and light fixtures have been installed. The plumbing rough inspection will occur after all above first floor water, waste, gas, and HVAC condensation pipes have been installed. All piping shall be set up for testing as described above. The mechanical inspection will occur after all duct work and interior mechanical equipment (furnace) is installed.

➤ **Exterior Lath Inspection**

This inspection occurs after the exterior lath, windows, and door frames have been installed and interior Gypson board has been inspected and approved.

➤ **Shower Pan Inspection**

This inspection is done after the shower pan and wall liner have been installed. The drain is plugged and the pan filled with water and left until after the inspection is made.

➤ **Frame Inspection**

This inspection occurs after the rough electrical, rough mechanical, rough plumbing inspections, roof deck, shear wall, and exterior lath inspections have been completed and approved and after all framing is complete.

For a new house or a large addition, prior to a frame inspection the engineer of record must visit the site and review the framing for his/her design and submitted a letter stating that a field inspection has been made to verify that the structural design elements on the approved drawings are installed correctly.

➤ **Wall and Ceiling Insulation Inspection**

This inspection occurs after the exterior lath, siding, rough and frame inspections have been approved, after the roof covering has been installed (roof inspection will not occur until final inspection but roof covering does need to be in place in order to provide weather protection) and the insulation installed.

➤ **Interior Gypsum Board Inspection**

This inspection occurs after all interior gypsum board has been installed and nailed off but before any drywall taping is done.

➤ **Final Inspection**

This inspection occurs after all other inspections have been made and approved and all work is complete. The gas piping is pressure tested during this inspection to 10 psi for at least 15 minutes. The pressure gauge for gas pipe testing shall be calibrated in 1/10 pound increments with a 20 psi maximum dial. A 16 pound test gauge is normally used, and is provided by the contractor.

**BEFORE A BUILDING FINAL IS SIGNED OFF,
ALL OTHER APPLICABLE FINALS
MUST HAVE PASSED INSPECTION.**

*THIS MAY INCLUDE INSPECTIONS BY THE
SANITARY DISTRICT, SANTA CLARA COUNTY FIRE
DEPARTMENT, PUBLIC WORKS DEPARTMENT,
AND/OR THE PLANNING DEPARTMENT.*