



CONTRACTOR OR OWNER/BUILDER CHECKLIST

Outlined below are key areas examined during the inspection approval process. Completion of this form by the Contractor or Owner/Builder will help expedite the approval process and, ultimately, the issuance of the Final Certificate of Occupancy. **Failure to complete this checklist prior to scheduling each inspection may result in a re-inspection fee.** This is a general guideline, not a comprehensive list. Additional requirements may apply.

1. TEMPORARY POWER POLE INSPECTION – NEC 2014 – Art 590

- A. Minimum one 20A GFCI protected receptacle outlet circuit – Art 590.4 (D)
- B. All openings to be blanked off with listed material – Art 110.12 (A)
- C. Grounding electrode conductor connected to ground rod – Art 250
- D. All equipment securely mounted – Art 230
- E. All receptacle outlets shall have GFCI protection – Art 590.6

2. FOUNDATION FOOTING / VENEER LEDGE / STEMWALL POURED CELLS INSPECTION

- A. Approved plans (legible) and related documents on job in document box – FBC 107.2.1
- B. 911 address posted -
- C. Chemical toilet on site FPC Sec. 311
- D. Property lines marked and foundation string lines in place
- E. All fill dirt added, disturbed soil and questionable soil requires a density test in bottom of foundation (minimum 95% compaction required) FBC Sec.1803.5.3; R401.4; 24" max or eng. req'd R506.2.1
- F. Foundation depth, width, grade stakes, step forms when required, re-bar and vertical dowels per plans and wind load engineering
- G. Electrical grounding conductor connected to rebar with ground clamp listed for concrete Encasement – visqueen removed from the 20' electrode area (minimum #4 copper for 200A and larger service) NEC 2014 – Art 250.52

3. ROUGH PLUMBING INSPECTION

- A. Approved plans and related documents on job, 911 address posted, Chemical toilet on site
- B. Property lines marked and foundation string lines in place
- C. Sanitary line with 5' head pressure or 5# air pressure FPC Sec 312.2/.3
- D. Water pipe pressurized to working pressure (Air pressure min. 50 PSI approved for test for materials other than plastic.) FPC Sec.312.5
- F. Pipes (except CPVC) passing through concrete or other corrosive material shall be protected against external corrosion by a protective sheathing or wrapping per Sec.P2603.3; pipes running through foundation to be sleeved with pipe two sizes larger Sec.2603.4.

4. STRUCTURAL SLAB INSPECTION

- A. Approved plans and related documents on job
- B. Termite treatment certificate on job FBC Sec.1816.1; R318
- C. All fill dirt added, disturbed soil and questionable soil requires a density test in bottom of foundation (minimum 95% compaction required) FBC Sec.1803.5.3; R401.4; 24" max or eng. req'd R506.2.1
- D. Property lines marked and foundation string lines in place
- E. Foundation width, depth, and rebar per plans and wind load engineering
- F. Electrical grounding electrode conductor connection to rebar with ground clamp listed for concrete encasement – visqueen removed from the 20' grounding electrode area- NEC 2014 – Art 250.52 (minimum #4 copper for 200A and larger service)



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- G. Wire mesh chaired (maximum 36" on center if required or used) FBC R – 506.2.4.1
- H. Vapor barrier joints lapped 6" - FBC R – 506.2.3 – or as directed by plan notes
- I. If stem wall, all cells cleaned of sand and debris – R606.3.5.2

5. MASONRY AND INSULATED CONCRETE FORM / POURED CELLS / LINTEL & TIE BEAM INSPECTION

- A. Approved plans and related documents on job
- B. Vertical rebar installed per plans and wind load engineering
- C. Cleanouts required for lifts over 5' in height and cleanouts free of debris FBC R609.15
- D. Lintel rebar installed per plans and wind load engineering FBC R606.9.8
- E. All excess mortar removed from cells to be poured
- F. Approved grout stop material (screen or metal cavity caps)
- G. Approved OSHA Ladder on site

6. SHEATHING INSPECTION / REROOF IN-PROGRESS (affidavit required at final inspection)

- A. Approved plans and related documents on job
- B. Approved OSHA Ladder on site
- C. Sheathing nailed per wind load engineering
- D. All blocking installed for valley and hip, check chimney crickets
- E. Rafters sized per plans and wind load engineering
- F. All shiners removed
- G. Minimum width for 7/16' OSB is 24"
- H. Wall sheathing nailed and edges blocked per engineering

7. STRUCTURAL FRAMING / WALL TIE & FLASHING Sec. R717

- A. Approved plans and related documents, OSHA rated ladder on job
- B. Approved truss engineering, incl. repairs/modifications, to match visibly marked truss installed
- C. Purlins attachment per Fla. Product Approval manuf. specs if metal roofing
- D. All hardware properly installed to meet truss uplifts and lateral loads
- E. Any additional bracing per truss engineering installed
- F. Valley material and drip edge installed and nailed per FBC Sec.1507; R905
- G. Weather resistive barrier
- H. Windows and doors installed per manufacturer w/ Florida Product Approval #
- I. Wall framing per plans and wind load engineering, garage door bucks installed per manuf. specs w/ FPA#
- J. All headers at openings strapped top and bottom per engineering
(strap equally divided between header & jack stud)
- K. All anchor bolts installed per engineering
- L. All interior shear-walls framed per engineering
- M. Fire-blocking installed FBC Sec.717.2
- N. Interior bearing walls anchored to slab and every stud strapped top and bottom
- O. All bearing walls have continuous tie from top plate to slab
- P. Attic access opening framed per code FBC R807
- Q. Tempered glass installed at hazardous locations FBC Sec.2406.3; R308.4
- R. Egress openings minimum 24" high, 20" wide and maximum 44" finish floor to sill FBC Sec 1026.2; R310.1.1
- S. Stairs framed per code FBC Sec.1009; R311.7
- T. Headers sized correctly for clear opening and roof span



8. MECHANICAL FRAMING INSPECTION

- A. Approved plans and related documents, OSHA rated ladder on job
- B. Finished roofing installed per manufacturer's specs w/ Florida Product Approval #
- C. Plumbing rough, electrical rough, gas piping and air conditioning rough completed
- D. Working pressure on water pipe FPC Sec.312.5
- E. Dryer vent duct installed correctly in direction of flow FMC Sec.504.6.1
- F. All electrical wiring, plumbing piping, a/c piping and gas piping installed (steel protection plates used where needed) NEC 2014; FPC Sec.305.8; FFGC Sec.404.5
- G. Pressure on gas piping FFGC Sec.406.4.1
- H. Fireplace, hearth and chimney installed per manufacturer specs
- I. All exhaust fan metal duct strapped securely and extended through roof FMC Sec.501.2,.4
- J. All attic ventilation installed including soffits per manufacturer's specs W/ Florida Product Approval #
- K. All fire-blocking installed, all penetrations through top plate fire-caulked FBC Sec.602.2.1
- L. Garage door bucks installed per manufacturer's specs w/ Fla Product Approval #
- M. All flashings installed for penetrations through roof
- N. Smoke detectors minimum 36" away from supply and return registers, bathroom doors and carbon monoxide detectors within 10 feet of bedroom when required R 315
- O. Gas pipe bonded FGC Sec. 310, NEC Art. 250.104 (B)
- P. Gas vent piping extended through roof
- Q. Tub voids to be filled
- R. Required lighting and receptacle outlets installed
- S. Balance return air in required areas (Res per Sec. M1602.4)
- T. Boxes in rated firewall or ceiling to be listed for use
- U. Exam rooms to be wired per NEC 2014 Article 517
- V. Duct work to be installed per approved duct layout

9. INSULATION INSPECTION

- A. Approved plans and related documents on job
- B. Insulation with minimum "R" rating per energy form
- C. Depth markers securely fastened (maximum 6 to 10 feet apart for blown insulation)
- D. Batt insulation installed in areas physically unable to be blown
- E. Baffles installed at soffits

10. CEILING CONCEALMENT

- A. Sheetrock (backerboard in wet areas) nailed or screwed and correct type of sheetrock used per code and installed perpendicular to framing (Leave sheetrock unfinished until inspection is approved) FBC R702.3.5

11. SEMI-PERM INSPECTION – NEC 2014

- A. Approved plans and related documents on job
- B. All devices installed (switches and receptacles) Lights in closets may require shelves be in place Fig.410.2
- C. All disconnects installed for equipment
- D. All locks on exterior doors, garage door installed if panel in garage
- E. All openings in equipment not used blanked off with listed material
- F. Grounding electrode conductor connected at service
- G. All switches bonded
- H. All boxes blanked off on missing fixtures



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- I. Well permanently wired; well control box supported with steel post; disconnect installed within 50 feet and within sight of well
- J. Main bonding jumper installed
- K. Bonding bushing required on metal nipple at service equipment
- L. Accessibility to service Jacuzzi motor Art 680.73
- M. Neutrals and grounds to be separated after first means of disconnect
- N. Service equipment wiring completed, WP GFI within 25' of exterior equipment Art 210.63
- O. Gas pipe bonded Art 250.104(B)

12. FINAL INSPECTION / CHECK JOB PER B.O. – verify all fees have been paid prior to final

- A. Approved plans and related documents on job / reroof affidavits completed as required
- B. Permanent 911 address installed (numbers minimum 4" in height installed on contrasting color background for residential, 6" in height for commercial). FBC R319
- C. Final termite treatment completed with certificate placed on water heater or electrical panel. FBC R318
- D. Gas vent piping connected to gas appliances and piping for combustion air installed
- E. Gas turned on
- F. Appliances in garage protected from physical damage FMC Sec. 303.4
- G. Health Department release, if required
- H. Flood Prone release, if required
- I. County Engineer release, if required
- J. LDR release, if required
- K. All GFCI receptacles and AFCI combination type circuit breakers, smoke detectors and carbon monoxide detectors checked for proper wiring
- L. Approved dryer vent cap installed
- M. Min/Max over-current protection listed on nameplate of A/C equipment installed and EPL certificate posted at air handler (see next item)
- N. Approved energy form matches HVAC and water heating equipment installed, EPL card approved
- O. Insulation certificate posted at attic access
- P. Exterior receptacle outlets in wet areas (subject to rain) require in-use type cover and all exterior receptacles to be listed weather-resistant type
- Q. Electrical panel labeled
- R. Final grade of lot and debris removed
- S. Backflow preventers on hose bibs FPC Sec. 608.1
- T. Air handler in attic to be no more than 6 feet from access; device to shut unit down if condensation drain is not working. Notice posted on electrical panel notifying homeowner of air handler location in attic. Sec.M1305
- U. A secondary drain or auxiliary drain pan shall be required where damage to any building component will occur from stoppage or overflow in the condensate drain. A float switch installed in the auxiliary drain outlet is acceptable Sec M1411.3
- V. Pool to be protected by approved barrier FBC R4202
- W. A/C unit to be anchored to pad and receptacle outlet within 25 feet.
- X. Receptacles in dwelling units to be tamper resistant per N.E.C. 2014 art. 406.12
- Y. Electric service to be energized