

1 Pre-Work for Building Permits



These inspections may be conducted at any time after the following have been completed:

1. Building Pre-construction Inspection
2. Third-Party Layout Inspection

NOTE: The contractor must receive a third-party letter confirming inspection before any trades may begin.

Address must be posted on the site at all times and visible from the street throughout the construction process.

Prior to the start of construction, erosion & sediment controls as well as tree protection measures need to be in place if applicable to your project. For more information, view the Tree Protection and Erosion/Sedimentation Controls Flowchart.

Rough Inspections

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400 Mechanical Rough Inspection

Required to review condensers, condensation, location of and access to equipment, ice machines, furnace unit, return air, combustion air, ducts, equipment room, and chillers. Inspection in walls and above ceiling prior to any cover and/or sealing access points.

402 Mechanical Vent Inspection

Required to review exhaust vent, furnace flue vent, dryer vent, combustion air, and fire dampers.

403 Stove Hood Rough Inspection

Required to review inspection of hood vent ducts (Type 1 and Type II), chimneys and vents, installation of equipment, and steam and hot water boilers.

404 Cooler/Freezer Rough Inspection

Required to review freezers and walk-in coolers, cooling towers, hydronics, and process piping.

3 Final Inspections

409 Mechanical Temporary Gas Final Inspection

NOTE: only required for testing of gas fired equipment and all Rough Inspections must be passed and final must be partially completed in order for the "409 Mechanical Temporary Gas Final Inspection" to pass.

406 Mechanical TCO Occupancy Inspection or 407 Mechanical TCO Stocking Inspection

NOTE: only required to allow occupancy or stocking of structure. Fees must be prepaid. Please reference the Temporary Certificate of Occupancy Process Flowchart.

405 Final Mechanical Inspection

Required to conduct final verification all work is complete.

