



This checklist is intended for our customers to prepare for an inspection. It is also intended for our inspectors to improve consistency and overall service delivery.

Please verify the following before calling for the inspection:

Permits and Plans

- Job address is posted in a visible location.
- White Inspection Record Card (Hard Card) and approved plans are on site and accessible to the inspector
- Work is exposed and accessible for inspection.
- Permit information is correct (address, permit number, description of work, etc.).
- Any changes to the plans have prior approval from the building department.
- Plans have been reviewed for any special inspection requirements.

NOTE: If special inspections are required, note on the permit each time the special inspector is on the site. Make sure the inspector is certified to perform the required type of inspection.

General

- Insure Electrical and Plumbing Rough-in inspections have been signed off.
- Call for Mechanical Rough-in inspection with framing.
- Truss details and layout is provided on the job site for the inspectors. No field modifications such as notching or cutting are allowed without prior approval of the Building Department.
- Beams, headers and posts; joists, rafters, valleys and hips are installed per the plans.
- Lumber has the appropriate grade stamp per the approved plans.
- All bearing points have load path continuity to foundation per the plans.
- Trusses (including gable end truss) are laterally braced per manufacturer's detail.
- Truss clips are installed per manufacturer's instructions.
- Rough-in dimensions for exit door and egress windows.
- Rough-in dimensions for stairway (e.g. treads, landings and headroom).
- Safety glazing is installed at hazardous locations.
- Location of smoke detectors.
- Floor and roof sheathing are in place and fastened per the approved plans and code requirements.
- Wall sole plates are fastened per code or per engineering specifications.

Framing Details

- Joists bear 3 inches minimum on concrete and 1½ inches on wood.
- Offset end joints in top plates 24 inches minimum with 8 – 16d nails.
- Install an approved wall corner or 3 corner studs.
- Attic access is 22 inches x 30 inches minimum.
- Cross ventilate the attic area to 1:150 of the area served. If 50-80% of the venting is near the top it may be reduced to 1:300. Maintain 1 inch minimum clearance between the insulation and the roof sheathing.
- Maximum cantilever is 4 feet with a minimum backspan of twice the cantilever.
- Joists are supported laterally at the ends to prevent rotation.
- The ridge board, valley and hip rafters are not less in depth than the cut end of the rafter.
- Hip and valley rafters are braced at the ridge.

Protection From Decay

- Use pressure treated material and lumber when:
 1. Beams and joists are less than 12 inches and 18 inches from the ground, respectively.
 2. Wood siding, sheathing and wall framing is less than 6 inches from the ground.
 3. Wood columns are in direct contact with the ground or exposed to the weather.
 4. Supporting moisture permeable floors or roofs exposed to the weather such as concrete slabs.
 5. Framing members are in direct contact with masonry or concrete walls or floors.
 6. Wood in direct contact with the ground and supporting structures must be approved for ground contact.

Fireblocking and Draftstopping

- Fireblocking locations:
 1. In stud walls and furred spaces, at the ceiling and floor levels, and at 10 foot horizontal intervals.
 2. At interconnections between concealed vertical & horizontal spaces such as soffits, drop ceilings, and cove ceilings.
 3. In openings around vents, pipes, ducts, chimneys, fireplaces, and similar openings at ceiling & floor levels.
 4. Between stair stringers at the top and bottom of the run, and between studs in line with the run of the stairs.
- Draftstopping is installed in floor-ceiling assemblies for every 1000 square feet.

Notching & Boring

- When a top plate is cut or notched more than 50 percent of its width, fasten a 16 ga. x 1½” wide galvanized metal tie to each side of the cut or notch with not less than eight 16d nails.
- Exterior wall or bearing studs may be:
 - Cut or notched to a depth not exceeding 25% of the stud width (40% in a non-bearing partition).
 - Bored or drilled no greater than 40% of the stud width when the edge of the hole is no closer than 5/8 inch to the edge of the stud (60% in a non-bearing partition).

Shear Walls & Holdowns

- **Prescriptive Panels:** Install exterior and interior braced wall panels - and any associated tiedowns per the approved plans and per manufacturer’s instructions. Install segmental or continuously sheathed panels per code requirements.
- **Engineered Panels:** Location, size and type of shear walls or holdowns are per the approved plans and unaltered without prior approval.
- Use the correct size, specification, type and spacing of fasteners without overdriving.

Note: These are general requirements only and do not reflect all conditions. For additional information please contact the Building Division at 503-618-2845.