This checklist is intended for our external customers to prepare for an inspection. It is also intended for internal use 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.
- Permit and approved plans are on site and accessible to the inspector.
- Permit information is correct (address, permit number, description of work, etc.).
- 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.

**Conductor Location and Installation**
- Physical protection
- Appropriate for use (insulation material)
- Isolation from low voltage
- Safe routing including toe board for conductors in attic

**Conductor Size**
- Appropriate for load served
- Appropriate code
- Appropriate for installation conditions
- Breaker size

**Devices**
- Locations per code
- Proper devices to serve area lighting –count and location
- Attic, storage, equipment lighting switch access, service outlet
- Unfinished area lighting/receptacles

**Outside Lighting**
- At each man door
- Control as close to served opening as practicable
- Appropriate for area of use

**Interior Lighting**
- Appropriate for use requirements per code and manufacturer requirements and listing
- Wall switch control outlet

**Kitchen and Dining Area**
- Minimum of 2 20 amp circuits countertop, no mixing with other areas except as permitted by code
- Special use dedicated circuits as required by code
- Island receptacles
- Countertop spacing
- Range 4 wire
**Bathrooms**
- 1 dedicated 20 amp receptacle GFCI on all receptacles
- Compliant with code for any exceptions
- Spacing per code

**Bedrooms**
- AFCI protection of all outlets
- Smoke detectors
- Spacing per code

**Laundry Room**
- 4 wire dryer conductors
- 1 dedicated laundry
- Dedicated ironing board if in wall exists

**Closets**
- Lighting per code
- Lighting fixtures location

**General Areas and Halls**
- Switched outlet for each habitable room including proper location
- Proper wiring of fireplace igniter, wire type and run in own holes
- Proper wiring of low voltage systems wire type and run in own holes
- Receptacles location per code

**Smoke detectors**
- Installed per building requirements
- No closer than 3 feet from return or supply air grills
- No closer that 3 feet from bathroom doors when tub or shower is present
- Located per manufacturer instruction

**Garages**
- GFCI per code, including exceptions
- Wiring appropriate for furnaces. Hot water tanks, etcetera
- Garage door opener wiring routing and type appropriate
- Lighting control proper if long stairway, 3 way control
- Receptacles and fixed appliances above 18 inches

**Outside Lighting and Power**
- All main door have light and acceptable control
- Front and rear receptacles at grade level
- Any remote power installed to proper depth per code and with properly rated wire
- Correct pre-wire for spas, hot tubs, air conditioning, etcetera, including service/convenience receptacle

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