A Grand City on a Charming Scale
BUILDING DEPARTMENT
402 Lee Street NE * PO Box 488
Decatur, AL 35601
www.CityofDecaturAL.com
(256)341-4570 Fax (256)341-4572

CHECKLIST OF REQUIRED RESIDENTIAL INSPECTIONS

TWO-SIDED INSPECTION LIST — review FRONT and BACK; mark REQ'D items for this project. Inspection approval is recorded separately.

CONTRACTOR		**JOB ADDRESS**	
PERMIT NO.		**DATE**	

SIDE 1 OF 2 | PLANS / FOUNDATION / ALL ROUGH-INS

INSPECTION	TYPE	REQ'D	NOTES / WHEN TO SCHEDULE
PLAN REVIEW	PLRV	☐	Plans and required documents submitted and approved before permit issuance
TEMPORARY POLE	POLE	☐	All temporary poles require electrical permit and inspection
FOOTING	FTG	☐	CALL IN BEFORE PLACING CONCRETE; Trenches clean and clear of water and debris; Steel grade stakes, (2) #4 rebar tied to chairs with 3" clearances to earth, and bulkheads in place
BLOCK SURVEY	SURV	☐	Submitted and approved before PRS/FLRS inspection
ELEVATION CERTIFICATE #2	ELEV2	☐	Submitted and approved before PRS/FLRS inspection; For flood plain buildings
FLOOR SYSTEM	FLRS	☐	CALL IN BEFORE SUBFLOOR OR DECKBOARDS INSTALLED; Girders, joist, and bridging installed
PLUMBING ROUGH SLAB	PRS	☐	CALL IN BEFORE PLACING BACKFILL; Bed drains, water test, water lines installed/protected
RADON 1	RADN1	☐	1st level of radon vent system installed; To be scheduled with PRS
ELECTRIC ROUGH-IN SLAB	ERNS	☐	In slab or under slab conduit in place
FLOOR SLAB	SLAB	☐	CALL IN BEFORE PLACING CONCRETE; Backfilled and graded; 6 mill poly plastic, grade beams with (2) #4 rebar, plumbing pipes and seams taped, wire installed (or add fiber)
MONOLITHIC SLAB	MONO	☐	CALL IN BEFORE PLACING CONCRETE; Same as SLAB notes
STORM SHELTER	STRM	☐	CALL IN BEFORE PLACING CONCRETE; All reinforcement installed ICC/NSSA-500
GARAGE SLAB	GARA	☐	Crawl space buildings only; Same as SLAB notes
FIREWALL	FIRWL	☐	Schedule with sheathing/framing or as needed
SHEATHING/FRAMING	SH/FR	☐	All sheathing, decking, floor, wall, ceiling, and roof framing installed
ELECTRIC ROUGH-IN	ERN	☐	CALL IN BEFORE INSU; Main panel set, circuit wiring in place, circuit boxes made up, strapping and protection in place
RADON 2	RADN2	☐	System completed and vented through roof; To be scheduled with PTO or PRNC
PLUMBING TOP OUT	PTO	☐	CALL IN BEFORE INSU; Same as PRNC notes
PLUMBING ROUGH-IN CRAWL	PRNC	☐	CALL IN BEFORE INSU; All vent and waste pipe, water supply lines installed above first floor level; Water test in place
MANUAL J	MJ	☐	Submitted and approved before MRN; Mechanical system load calculations
MECHANICAL ROUGH-IN	MRN	☐	CALL IN BEFORE INSU; All duct work installed, insulated, and secured; All gas vent piping in place and secure, thermostat wiring in place
GAS ROUGH-IN	GRN	☐	CALL IN BEFORE INSU; All piping in place with pressure test
GAS FIREPLACE	GFP	☐	Installed per manufacturer's installation instructions (to be on site); To be scheduled with GRN.
WOOD BURNING FIREPLACE	WFP	☐	Masonry fireplaces constructed per 2009 IRC Chapter 10; Factory built fireplaces installed per manufacturer's installation instruction (to be on site). Combustion air kit required for both

IMPORTANT — THIS CHECKLIST HAS TWO SIDES

TURN OVER — INSULATION / FINALS CONTINUE ON SIDE 2. DO NOT COVER WALLS UNTIL INSULATION INSPECTION HAS PASSED.

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INSPECTION LIST CONTINUED — SIDE 2 OF 2

REVERSE SIDE — INSULATION CHECKPOINT / FINALS

JOB ADDRESS		PERMIT NO.	

INSULATION HOLD POINT — DO NOT COVER WALLS BEFORE INSULATION INSPECTION PASSES

INSPECTION	TYPE	REQ'D	NOTES / WHEN TO SCHEDULE
INSULATION	INSU	☐	All wall insulation in place, doors and windows foamed/caulked, house wrap installed, widows taped, penetrations sealed, and exterior sole plates /corners caulked/foamed
VISUAL INSPECTION CHECKLIST	VIC	☐	OR BLOWER DOOR CERTIFICATE (BD) BEFORE BF
TEMPORARY POWER	TEMP	☐	INSU passed; All electrical grounding in place, one GFCI circuit installed, all drywall hung, and building secured
ELECTRICAL FINAL	EF	☐	System Complete
PANEL CHANGE-OUT	ECHN	☐	For renovations and stand alone panel change-out electrical permits.
SEWER	SEW	☐	Sewer line bedded in open trench with water test
PLUMBING FINAL	PF	☐	System Complete
GAS FINAL	GF	☐	System Complete
STORM SHELTER FINAL	SSF	☐	System Complete
DUCT ENVELOPE TIGHTNESS	DET	☐	Subbmitted and approved before MF
MECHANICAL FINAL	MF	☐	System Complete
ELEVATION CERTIFICATE #3	ELEV3	☐	Submitted and approved before BF; For flood plain buildings
SUBCONTRACTOR SCHEDULE	SS	☐	Submitted and Approved before BF
BLOWER DOOR CERTIFICATE	BD	☐	Submitted and approved before BF
BUILDING FINAL	BF	☐	READY FOR OCCUPANCY; Clean and free of debris/dumpsters/portable bathrooms etc.; Handrails/guards installed, yard graded, address #'s on house, driveways/sidewalks placed, etc.
SRVICE INSPECTION-ELECTRIC	SERV	☐	CONDEMNED BUILDINGS ONLY; BUILDING FINAL (BF) MUST BE PASSED

POST-ROUGH-IN / INSULATION MILESTONE: After all applicable rough-in inspections have passed, schedule the INSULATION inspection. Do not cover walls or hang drywall until INSULATION has passed. After approval, drywall and interior finishes (trim, paint, cabinets, etc.) may proceed.

CO — CERTIFICATE OF OCCUPANCY: New houses after all required final approvals.
COC — CERTIFICATE OF COMPLETION: Renovations and manufactured/mobile home placements after required final approvals.

PROJECT-SPECIFIC NOTES / CONDITIONS (OPTIONAL)

OWNER / BUILDER ACKNOWLEDGMENT — REQUIRED INSPECTION SEQUENCE

I acknowledge that I have reviewed and understand the required inspection process. The MASTER PERMIT HOLDER is responsible for ensuring all required inspections are completed and PASSED in the proper order. Failure to verify applicable FOOTING, SLAB, MONOLITHIC SLAB, FRAMING, SUB-TRADE ROUGH-INS, and INSULATION inspections have passed BEFORE proceeding may result in additional costs, a STOP-WORK ORDER, DESTRUCTIVE INSPECTION, third-party testing, and/or engineering services.

OWNER / BUILDER SIGNATURE	PRINT NAME	DATE