**Required Building Inspections *Excluding* Mobile Homes**

1. **Footing Inspection:** After trenches have been opened, steel is in place and grade stakes set. New homes are required to have the termite treatment applied by a licensed professional. You must have a copy of the New Construction Subterranean Termite Service Record letter or receipt.

**IMPORTANT:** The New Construction Subterranean Termite treatment MUST BE APPLIED PRIOR TO ANY FRAMING BEGINNING.

**IMPORTANT:** Prior to any Footing Inspection the side property lines must be clearly marked with tape or the inspection will not be performed.

1. **Slab Inspection:** All plumbing shall be filled with 10’ head or 3 (three) pounds air during Slab Rough-In Inspection.

**NOTE:** Plumbing permits are required and must be pulled in our office by an individual licensed in that trade.

1. **Foundation Inspection:** After the foundation has been laid, anchor bolts are in place and all topsoil and debris is removed from crawlspace. Crawlspace should be graded for drainage.
2. **Rough-In Inspection:** After all framing, bracing, rough-in wiring, mechanical and plumbing are in place. Before this inspection can be completed the ***plumbing must be pressurized on the incoming and water standing in drains to the highest point inside the structure***. Do not insulate the structure or cover the interior walls prior to this inspection.

**NOTE:** Plumbing and Mechanical permits are required and must be pulled in our office by an individual licensed in that trade.

1. **Spray Foam Insulation Inspection:** After the insulation has been installed, but prior to progressing any further. Inspections for insulation other than spray foam insulation are not required.
2. **Final Inspection:** Before the structure can be occupied this inspection must be completed. All safety features must be in place i.e., smoke alarms, carbon monoxide detectors, handrails and guards. If possible, the exterior of the structure should be graded for the proper water shed ~ weather permitting.

**IMPORTANT:** Prior to scheduling a Final Building Inspection the ***Final Electrical Inspection must have been completed, passed*** ***and the meter based must have the sticker provide from the Electrical Inspector.***

Electrical Inspections are not completed by this office. Contact your local utility company for guidance and scheduling of Electrical Inspections.

**IMPORTANT:** A copy of the ***New Construction Subterranean Termite Service Record letter must be in the Building Permit file*** in our office **before** a Final Inspection will be completed and a Certificate of Occupancy issued.

**Scheduling Building Inspections**

In order to schedule inspections, you must be the contractor of record.

To schedule an inspection, phone 423 942 3527

Requests for inspections **should not** be sent via email

email is not assessible by all office staff and the request may be missed and not scheduled.

Allow one day’s notice when scheduling an inspection. Requests for Building Inspections left on the answering machine after 4:00 P.M. CST will be considered to have been received the following business day.

Provide the following information when requesting any inspection:

* Callers name and call-back number including the area code
* Building Permit Number **IMPORTANT:** This office does not use Lot Numbers
* 9 1 1 Property Address
* Type of inspection being requested
* Gate Code/Door Code if applicable

Inspections are scheduled Monday through Friday. We are unable to provide a specific time the Building Inspector will arrive. Footing Inspections are inspected first.

**The 9 1 1 address MUST be posted street side.**

**A Job Box marked with the Building Permit Number on it MUST be on site.**

**The above are required prior to any inspection being requested and performed.**