

**As required by the State Building Code:** It is the duty of the permit applicant to cause work to remain accessible and exposed for inspection purposes. It is the duty of the person doing work authorized by a permit to notify the appropriate official that such work is ready for inspection. It is the duty of the person requesting the inspection to provide access to and a means for inspection of work. Inspections are conducted on weekdays between the hours of 8:00 a.m. – 4:30 p.m. Inspection requests should be called in at least 24 hours prior to time desired to verify availability. Inspections request will be scheduled on a first come-first serve basis, as inspection personnel are available. For inspection request call (507) 616-7400.

#### **BUILDING**

1. **Footings.** Footing inspections shall be made after excavations for footings are complete and any required reinforcing steel is in place. Materials for the foundation shall be on the job, except that concrete need not be on the job if the concrete is ready mixed according to approved nationally recognized standards.
2. **Foundations.** Foundation inspections for poured walls shall be made after all forms are in place with any required reinforcing steel and bracing in place, and prior to pouring concrete. All foundation walls shall be inspected prior to backfill for specific code requirements. The foundation inspection shall include excavations for thickened slabs intended for the support of bearing walls, partitions, structural supports, or equipment.
3. **Slab & Under-floor.** Concrete slab and under-floor inspections shall be made after in-slab or under-floor reinforcing steel and building service equipment, conduit, piping accessories, and other ancillary equipment items are in place, but before any concrete is placed or floor sheathing installed, including the subfloor.
4. **Rough-in.** Rough in inspections of plumbing, mechanical, gas, sprinklers, alarms, and electrical systems shall be made before covering or concealment, before fixtures or appliances are set or installed, and before framing inspection.
5. **Framing/ Structural.** Inspection of framing and masonry construction shall be made after the roof, masonry, framing, fire-stopping, draft-stopping, and bracing is in place and after the plumbing, mechanical, and electrical rough inspections are approved.
6. **Insulation/ Energy.** Energy efficiency inspections shall be made to determine compliance with *Minnesota Energy Code* requirements.
7. **Gypsum Board.** Lath and gypsum board that is part of a fire-resistive assembly or shear assembly inspections shall be inspected after lathing and gypsum board, interior and exterior, are in place, but before any plastering is applied or before gypsum board joints and fasteners are taped and finished.
8. **Fire Stopping.** Protection of joints and penetrations in fire-resistance rated or smoke-resistance-rated assemblies shall not be concealed from view until inspected and approved.
9. **Special Inspections.** Special inspections shall be as required by the code.
10. **Additional Inspections.** In addition to the inspections listed above, the building official is authorized to make or require other inspections of any construction work to ascertain compliance with the code and other laws that are enforced by the Department of Building Safety.
11. **Final.** A final inspection will be required for all plumbing, electrical, mechanical, fire suppression, fire alarm, fire code, health and building code compliance issues. Upon successful completion and approval of all systems, a Certificate of Occupancy will be issued. The project will not be deemed complete or be allowed to be occupied until a Certificate of Occupancy is issued.

#### **PLUMBING**

1. **Utility:** After the water service and building sewer are connected, bedded, and tested, and before backfilling occurs.
2. **Under Ground:** After all plumbing is installed in trench, all piping installed and exposed- prior to backfill. (5 lbs of air pressure for 15 min.)
3. **Rough In:** After all plumbing has been installed, before covering. (5 lbs of air pressure for 15 min.)
4. **Final/Manometer Test:** after all fixtures and water meter are set. Flushing must be completed for final. (1" Water Column)

#### **MECHANICAL/ HVAC & GAS PIPING**

1. **Rough In:** all installed ductwork, dampers, and gas piping exposed.
2. **Gas Piping Test:** (25 P.S.I. for 1 hr) all piping must be installed and fully supported.
3. **Final:** All systems installed and fully operational

#### **ELECTRICAL**

1. Electrical inspection and permits are administered by the State of Minnesota, [Electrical Licensing and Inspection Department](http://www.dli.mn.gov/business/electrical-contractors/electrical-permits-contractors). To obtain an electrical permit or schedule an electrical inspection contact <http://www.dli.mn.gov/business/electrical-contractors/electrical-permits-contractors>.