

# DECKS, PORCHES, & STAIRWAY INSPECTION REQUIREMENTS



**Inspection Requests: (804) 966-8572**

Office Hours: Monday thru Friday 8:00 a.m. – 4:30 p.m.

The plans approved by New Kent County must be available on the job site for all requested inspections as well as the building permit card, and **site address** must be posted within public view. Failure to do so will result in a failed inspection and possible re-inspection fee. Portable toilet facilities shall be provided on all construction sites.

To request an inspection you must provide:

1. Permit Number
2. Type of Inspection

All inspections must be requested prior to 4:00 p.m. to be scheduled for the next business day. While we will make every effort to perform the inspection on the scheduled date, please allow 2 business days for completion of each inspection requested. **Please note:** Due to the increasing workload of the inspectors, times of arrival will not be given, nor will requests for a.m. or p.m. inspections be honored.

**YOU MUST PASS REQUIRED INSPECTION BEFORE THE NEXT INSPECTION CAN BE REQUESTED.**

## Required Inspections:

**Inspections must be requested in order. Failure to call in an inspection will result in a \$55 missed inspection fee.**

1. **Footing** –Footing inspection required after trenches have been excavated, forms and grade stakes have been erected, before concrete is placed. Note: 18” to the bottom of the footing, 8” min. concrete thickness. Wooden grade stakes are not permitted to be used in the bottom of footings.
2. **Framing**—required IF any portion of the framing and mechanical attachments are going to be concealed.
3. **Final** – Required after deck is completed. **Framing and final inspections may be combined if all portions of the framing and mechanical attachments are not concealed.**

**Note: If electrical is to be installed, a separate electrical permit is required and an electrical rough-in inspection is to be completed before final inspection is to be scheduled.**

**For all inspections that fail twice or fail due to incomplete work, a \$55.00 re-inspection fee is required. Payment must be received prior to receiving a final inspection.**