

SINGLE FAMILY DWELLING 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, with the exception of footings (1 hr timeframe), floor joist inspections (a.m. or p.m.), and final inspections that require entry into an occupied structure (a.m. or p.m.).

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. Erosion & Sediment Control (E & S)** Erosion and sediment control inspections (E & S) must be completed on all building projects that required a land disturbance permit. E & S control measures (i.e., silt fence, construction entrance, etc.) must be installed as shown on E & S plan. E & S inspections will be conducted periodically during construction. **You must have an APPROVED PRECONSTRUCTION E & S inspection before any footings are dug or footing inspection can be requested.**
- 2. 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.

3. **Projection** – Required when at least one course of block has been laid, but before **ANY** backfill is done. **NOTE: PROJECTION INSPECTION MUST PASS BEFORE FOUNDATION INSPECTION CAN BE CALLED IN.**

4. **Foundation** - To be made when foundation wall has been completed before floor joists and plates are installed.

For SFD with Basements, inspections 5-8 are required in addition to the other inspections listed.

5. **Underslab Plumb (Groundworks)**—required after all underslab piping is installed and pressure tested before back filling. **Plumbing permit must be obtained before work is commenced.**

6. **Basement Slab**—required after reinforcing vapor retarder and perimeter insulation have been set and before concrete is placed.

7. **Waterproofing**--required after waterproofing is applied. **Waterproofing specs must be submitted to this office prior to requesting a certificate of occupancy.**

8. **Drain tile**—required with waterproofing after drain tiles have been installed.

Note: Inspections 3-4 & 7-8 are NOT required for the Superior Wall Basement System.

9. **Slab** – Required after reinforcing and vapor retarder have been set and before any concrete is placed. Min. slope to the overhead door is 2”.

10. **Floor System**- Required after floor joists or trusses are installed but before decking is installed. This inspection may be requested as AM or PM .

11. **Veneer** – Required after exterior sheathing, flashings, and weather resistant membranes have been installed.

12. **Throat**—required after first flue is installed for masonry chimneys. **This inspection may be called in at any time during the construction project, whenever it is ready.**

13. **Framing** – Required to be made with the rough-in plumbing, mechanical and electrical inspections. Truss drawings bearing the engineer’s stamp must be provided on-site for the inspector’s review. **A stamped copy must also be received by this office prior to requesting this inspection.**

Rough-In Plumbing – Required after all drain, waste, vent and water distribution piping has been installed. Drain, waste and vent shall be filled with water or provided with 5 psi of positive air pressure at the time of the inspection. Water piping shall be provided with water test at a minimum 100 psi for a minimum of 30 minutes with no measurable loss at the time of the inspection.

Rough-In Mechanical – Required after duct work has been installed including: boots, returns, refrigerant lines and condensate lines. Supply and return opening must be covered.

Rough-In Electrical – Required after all wiring has been pulled for ceiling fans, smoke detectors, switches, receptacles and all other appliances.

Rough-In Gas - Gas inspection with pressure test shall be by means of a 30 psi gauge with a test pressure of 15 psi showing on the gauge.

Permanent Power - Required after the meter base and panel box have been set and the system has been properly grounded. At least one receptacle outlet on a ground fault protected circuit shall be installed and the circuit wiring terminated. The building roof covering shall be installed. (This means final covering.) Two driven ground rods are required.

Fireplace—required after installation of fireplace insert. A copy of manufacturer’s specs and installation guide must be available on site at time of inspection.

Note: Separate permits are required for plumbing, mechanical, and electrical work. Applications for these permits are included in your building permit package – general contractor is responsible for distribution of the applications. **All sub permits must be obtained prior to calling in for framing inspection. Failure to do so will result in double permit fee charged for any permit not obtained prior to framing inspection request.**

14. **Insulation** – Required after insulation has been installed in sidewalls and other areas that will be concealed but prior to the installation of wall coverings.
15. **Water/Sewer OR Well/Septic**—required inspection after hookup to house/water and sewer main. **This inspection may be called in at any time during the construction project, whenever it is ready.**
16. **Final** – Required after insulation has been completed, yard has been graded, address has been permanently posted as required, and building is ready to be occupied. To insure timely issuance of the Certificate of Occupancy, a Virginia Department of Health Sewage Disposal System Operation Permit **must be issued** by the New Kent Health Department (NKHD) **prior to** requesting a final building inspection. Allow 5 working days for NKHD to issue operation permit after all required inspections are performed and all required paperwork has been received. Please call (804) 966-9640 for any questions regarding your Operation Permit.
Final Gas – Conducted in conjunction with the final building inspection; requires the appliance to be set, connected, and operable and the shutoff valve installed.

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 certificate of occupancy.