

### Foundations

- Frostline depth
- Termite treatment if necessary
- Any drainage problems?
- Are building setbacks correct?
- Have tree stumps been removed from pad area and properly backfilled?
- If new building is over an older site, is core testing necessary?
- Are anchor bolts proper?
- Sill plate minimum 8 inches from finish grade
- Foundation vents
- Is ductwork under slab proper?
- Interior / exterior sill plates treated or is vapor barrier present?
- Minimum 8 inch block used
- Any interior load bearing walls?
- Is all vegetation removed under pad?
- Is Elevation Certificate required (flood plain)?
- Has foundation been engineered (see drawings)?
- Does structure have piers, pilings, etc.?
- Has site (pad) been built up? If yes, do we have compaction test?

### Framing

- If floor/roof trusses are used, do we have a Stamped engineered drawing?
- If floor/roof system is conventional, does it meet the Span Tables?
- Wall studs spaced properly for 1 or 2 story structure
- Wall bracing (inside/outside corners), also every 25 feet
- Are door/window headers correct (Span Tables)?
- Are headers, joist, rafters properly supported (on support walls, joist hangers, ledger boards, etc.)?
- Are interior/exterior stairs in Compliance?
- Are porches, balconies in Compliance?
- Do bedroom windows comply with egress requirements?

- Is framing around fireplaces correct? If pre-fab, do we have booklet for file?
- Bathroom ventilation vented to exterior
- Is attic ventilation in Compliance?
- Is roof slope proper for shingles?
- Is cutting or notching of walls, floor, roof systems correct?
- Are brick ties proper?
- Is roof flashing correct?
- Has the termite treatment been verified, if necessary?
- Is combustion air correct?
- Is clearance around mechanical equipment correct?
- For duplex, 5/8 F.C. drywall should be behind tubs and cabinets to create a true fire separation barrier
- Are hallways a minimum of 3 feet wide?
- Do you know the type of construction?
- Is building required to be sprinkled?
- Are corridors and storage to be mechanical rooms rated or sprinkled?
  - Walls/ceilings/doors have proper rating?
  - Fire dampers?
  - Door closures?
- Check amount of exits and travel distances
- Are 2nd level exits rated and open directly to public right-of-way?
- Is panic hardware required?
- Are fire walls, separation walls, or partition walls required?
- Are there any openings in the walls?
- Are the openings limited in size?
- Are structural members rated if need be? Check Table 602
- Are shafts, elevators, etc. required to be rated?
- Are there any concealed wood spaces? Are they required to be sprinkled?
- Are any dead-end corridors in Compliance?
- Are aisle, corridor widths correct?
- Is firestopping and draftstopping required?
- Is natural or mechanical ventilation required?

- Is mechanical equipment located in a hazardous location?
  - If so is the combustion chamber a minimum of 18" above the floor?
- Are supply air systems greater than 2000 CFM (detectors)?
- Combustion air in Compliance?

### Final for Certificate of Occupancy

- Is there 1/2 inch gypsum or equivalent separation between dwelling and garage (pull down stairs, doors, etc.)?
- Is there a 1 hour separation between duplex units (behind tubs, cabinets, etc.)?
- Is the insulation proper (exposed paper covered)?
- Are stairs, balconies, porches in Compliance?
- Are smoke detectors in Compliance?
- Windows
  - Bedroom egress requirements
  - Windows over tubs (60 inches from drain hole or tempered)
  - Hazardous locations
  - Sill height
- Fireplaces, stoves in Compliance (clearances, hearth extensions, etc.)
- Foundation, roof ventilation complete
- Are clearances and venting of mechanical equipment correct?
- Are swimming pools in Compliance (bonding, G.F.I.s, fencing etc.)?
- Is Elevation Certificate required?
- Smoke detectors in proper working order
- Drainage proper
- Check the ADA checklist
- Are required exits in Compliance?
  - Door hardware
  - Exit signs, emergency lights
- Are fire doors required?
  - Are they properly labeled?
  - Are enclosures installed?
  - Hold open devices

- Is Sprinkler System required?
  - Limited area
  - 100% suppressed
  - Standpipes required
  - Fire protective signaling system
  - Automatic fire detection system
  - Single or multiple station smoke detectors
  - Fire extinguishers
  - Supervision of system
  - Spacing of heads correct
  - Check valves in place
  - Tamper switches in place
  - Underground Certificate
  - Above ground Certificate
- Kitchen exhaust equipment
  - Is duct through ceiling/roof in Compliance?
  - Is duct through exterior wall noncombustible? Openings cannot be within 3 feet
  - Fire extinguisher in place
  - Manufacturer's cleaning schedule on site and in our file
  - Duct 40 inches above root line
  - Activation system 10 feet away and proper height
  - Sprinkler heads proper
- Is the Plumbing Certificate in the file?
- Is the Electrical Certificate in the file?
- If Elevation Certificate is required, is it in the file?
- Corridors, shafts, storage, mechanical rooms rated or sprinkled
  - Fire dampers
  - Labeled doors
  - Walls properly rated