



Building Division

General Contractors / Home Owners / Sub-Contractors Inspection Procedures and Protocols

Your permit numbers are as follows, please write them down in a convenient location;

1. Building _____
2. Plumbing _____
3. Electrical _____
4. Temp Pole _____
5. Mechanical _____

These permit numbers **MUST** be given to the Permit Clerk at the time you request your inspection.

Inspections

Inspection requests received before 12 noon, Monday-Friday;

We will make every effort to complete your inspection request before the close of business, unless work load precludes such action.

Inspection requests received between 12 noon-5pm, Monday-Friday;

We will make every effort to complete your inspection by 12 noon the next business day, unless work load precludes such action.

Inspection requests must include all pertinent information;

1. Permit number(s)
2. Owner and Constructor Name(s)
3. Addresses with clear and complete directions
4. Type of inspection and whether or not this is a re-inspection
5. The person obtaining a permit is responsible for requesting the inspection
6. Sub-Contractors must request their own inspections

Minimum Inspections

The minimum inspections required by the City of D'Iberville are as follows;

1. Plumbing rough-in inspection (plumbing in monolithic slabs) prior to covering.
2. Footing and/or foundation inspection, including reinforcing, before concrete is placed.

If the property is located within a Special Flood Hazard Area (SFHA), we must have the Bldg Under Construction Elevation Certificate prior to performing these inspections:

3. Nailing inspections of all shear walls and roof diaphragms, prior to placement of any vapor barriers or roofing materials.
4. Fire-caulking and draft stopping.
5. Building framing inspection, to include all mechanical connectors, anchor bolts and related hurricane resistant construction requirements.
6. Plumbing stack-out inspection, including all nail guards, roof penetrations and fire caulking or draft stopping.
7. Electrical rough-in inspection, including all nailing guards and fire caulking and draft stopping.
8. Mechanical rough-in inspection, including all nailing guards and fire caulking and draft stopping.
9. Temporary Electrical service. This inspection is for the purpose of allowing temporary electrical service to the structure for climate control and construction completion **ONLY**. This does not grant the OWNER permission to occupy the structure for any reason. This temporary service is for 30 day intervals, subject to renewal by permission of the Building Official or his designee.

If the property is located within a Special Flood Hazard Area (SFHA), we must have your Finished Construction Elevation Certificate and any outstanding documents due the Building Official, prior to performing these inspections:

1. Building final – construction completed
2. Plumbing final – plumbing work completed
3. Electrical final – electrical work completed
4. Mechanical final – heating and a/c completed
5. Fire Department – where applicable

These are the **MINIMUM INSPECTIONS** required before final utility connections are to be released to the appropriate Utility Company.