



**Marion County Public Works
Building Inspection Division
Inspection Checklist**

**Residential
Building Final**

April 2012

This checklist is intended for our external customers to prepare for an inspection. It is also intended for internal use for our inspectors to improve consistency and overall service delivery.

Please verify the following before calling for the Inspection:

Permits and Plans

- Site address is permanently posted in a location visible from the street.
- Permit and approved plans are on site and accessible to the inspector
- Permit information is correct (address, permit number, description of work, etc.).

Exterior

- House numbers are posted on the structure.
- All exterior windows, doors, penetrations and openings including A/C and condensate lines are caulked, sealed and weather-stripped.
- Check flue height and clearances.
- Check connections and framing of elevated decks.
- There is a 6 inch minimum vertical distance from soil to untreated wood siding/trim and the soil is sloping away from the building a minimum of 6 inches in 10 feet or a fraction thereof.
- Approved drainage systems, swales or berms at property lines or where needed to direct flows to an approved dispersal point. (Yard drain, catch basin, street, etc.)
- Permit is required for retaining walls when supporting a surcharge or when higher than 4 feet (measured from the bottom of the footing).
- Any special fire department driveway requirements have been completed and approved by the fire department.
- If applicable, requirements of Marion County Driveway permit have been completed and approved.
- Street trees and safe neighborhood requirements must be completed if applicable.
- If applicable, septic system final inspection has been approved.

Interior

- Copy of insulation certificate available for the inspector.
- Minimum clear width of hallways is 36 inches finish to finish.
- Vehicle barrier and seismic strapping are in place for gas appliances in the garage.
- All mechanical equipment functions properly. Equipment, shut off valves and vents are installed with proper clearances, support and slope. Adequate combustion air provided.
- Check ducts for water, dust and debris.
- Ensure all louvers and registers are in place.
- Locks and hardware installed on all doors and windows.

Stairs and Handrails

- Top of handrails are installed minimum 30 inches, maximum 38 inches measured from the nose of the tread.
- Handrails grip size comply with Type I or Type II requirements in section R311.5.6.3 of the code.
- Riser height is 8 inches maximum. Tread depth is minimum 9 inches. Maximum deviation from greatest to the smallest for risers and treads in 3/8 inch. Stair width minimum 36 inches above handrail.
- Verify guardrail height is a minimum of 36 inches (34 inches at stairways).
- Guards and ornamental closures are not to allow the passage of a 4 inch sphere (5 inch at stairways – 4 inch at landings)
- Stairways are properly illuminated with a light switch at the top and bottom of the stairs.
- Minimum of 6 feet 8 inches headroom clearance at stairs measured from the nose of the tread.

Windows and Glazing

- Bedroom egress windows \leq 44 inches measured from the floor to the bottom of the window opening with a minimum 5.7 square foot clear opening and 20-inch minimum width, 22-inch minimum height. –(note: a 20 inch by 22 inch window will not meet the 5.7 square foot clear opening requirement)
- Safety glazing installed at all hazardous locations subject to human impact loads including the following locations:
 - Glazing in doors, walls and enclosures for hot tubs, whirlpools, saunas, bathtubs and showers
 - Glazing in doors or within a 24 inch arc of a door edge
 - Glazing panel (all the following must be true):
 1. greater than 9 square feet and
 2. bottom edge less than 18 inches and
 3. top edge greater than 36 inches above the floor and
 4. a walking surface within 36 inches
 - Glazing in railings and at landings or within 60 inches of the stairway
 - Glazing within 60 inches of the water's edge at swimming pools, hot tubs, spas
- Operable windows more than 72 inches from grade and less than 24 inches off finish floor and opening more than 4 inches must be provide with a code approved fall protection

Smoke/Carbon Monoxide Detectors

- Interconnected smoke detectors, hardwired with battery backup, are required at each floor level, in each bedroom, and outside each sleeping area.
- Carbon monoxide detectors shall be located in each bedroom or within 15 feet outside of each bedroom

Crawl Space

- Clear of debris with 6 mil. black plastic ground cover installed.
- Must be dry or provide an approved drainage system.
- Provide a secure access ladder for inspection when over 2 feet deep.
- 18 x 24 inch hatch must have handle and be insulated.
- Insulation is installed under floor
- Ducting is minimum 1 inch above the ground cover and properly supported.
- Ventilation not blocked.

Attic

- 22 inch x 30 inch insulated access with minimum 30 inches headroom clearance.
- Proper insulation is installed.
- 1 inch minimum distance from 'b-vent' and insulation.
- Fan ducts not displaced in attic.
- Ventilation not blocked.

Additional Requirements

- Verify additional energy requirements are met
- Provide contractors form and lighting form
- Verify all other finals (electrical, plumbing, mechanical, and septic if applicable) are approved or scheduled for the same day.

Note: These are general requirements only and do not reflect all conditions. For additional information please contact the Building Inspection Division.