

Planning and Development Dept. – Permit Application Center

P.O. Box 11706, or 155 Johnston St.

Rock Hill, SC 29731-1706

Phone: 803-329-5590 Fax: 803-329-7228

www.cityofrockhill.com



RESIDENTIAL INSPECTION CHECKLIST

Use this checklist for Single-Family Residential, Multi-Family Residential and Apartments up to 2 stories or under 16 units

General Information

Inspections are performed between the hours of 7:00 a.m. and 3:30 p.m., Monday through Friday. For your convenience, the City provides a twenty-four hour inspection line and an internet inspection request site. Any telephone request made **prior to 3:00 p.m.** will be scheduled for the following business day. Inspections requested from our website **prior to 7:00 a.m.** may be scheduled for the same day. Please provide the following information when calling:

- Permit number
- Address
- Lot number (if in subdivision)
- Contractor name and phone number
- Type of inspection requested
- Date the inspection is needed

To request an inspection by phone, call 803-329-5590. To schedule an inspection online, visit our website at www.cityofrockhill.com/OnlineServices.

At the time of the first inspection you should have the following in place:

- The address and permit placard posted so as to be visible from the road or street and the placard accessible to the inspector.
- The permit placard you receive is to be protected from the weather (placing it in plastic wrap or plastic bags will not protect it because of leakage and condensation). A weather proof enclosure is recommended or place it in a construction trailer that is always open during our hours of inspection.
- Plans stamped as "Field Copy" and any comment sheets from the Permit Application Center are to be on site for all inspections. The plans are required to be kept at the job site for the duration of the project.
- Readily available toilet facilities (within 300 feet of the job site).
- Silt fencing as required to control erosion (prior to clearing or grading).
- Gravel or paved access to site.

Inspections

- Footings and Foundation:** Footing and foundation inspections shall be made after excavations for footings are complete and any required reinforcing steel is in place. For concrete foundations, any required forms shall be in place prior to inspection. Materials for the foundation shall be on the job, except where concrete is ready mixed in accordance with ASTM C 94 the concrete need not be on the job. **Property corners are to be marked and identified and strings pulled in order to verify zoning setbacks.**
- Plumbing Underslab:** Inspection is made when all supply line and building drains are in place, a 10' head pressure test is on the vents and drain lines, and the Plumbing Code or manufacturers' required pressure is on the water lines.
- Concrete Slab and Under-floor Inspection:** Concrete slab and under-floor inspections shall be made after in-slab or under-floor reinforcing steel and building service equipment, conduit, piping accessories and other ancillary equipment items are in place but before any concrete is placed or floor sheathing installed, including the subfloor. Vapor barriers and termite/soil treatment is to be in place for this inspection.
- Lowest Floor Elevation:** In flood hazard areas, the elevation certification required in Section 1612.5 shall be submitted to the building official upon placement of the lowest floor including the basement and prior to vertical construction.
- Open Floor/Foundation Strapping (Floor Framing Inspection):** For crawl space construction this is performed when the foundation walls are up, the girders and bands are in place, and the required anchoring is in place, prior to any floor decking being installed. Any drainage system to be installed or required grading in the crawl space shall be completed at this time.
- Exterior Sheathing Inspection:** Exterior sheathing shall be inspected after the exterior wall sheathing is applied and **before any energy wrap, felt, siding, or brick is installed.** This inspection is required as a separate inspection.
- House Wrap/ Water Barrier Inspection** – A water-resistive barrier applied over studs or sheathing of all exterior walls is required. One layer of No. 15 asphalt felt complying with ATM D 226 or other approved water resistive barrier that is free from breaks or holes may be used. The material is to be applied horizontally with the upper layer lapped over the lower layer not less than 2". Where joints occur, the material shall be lapped not less than 6" and shall be continuous to the top of the walls. It is not required under the paperbacked stucco lath when the paper backing is an approved weather-resistive sheathing paper. This inspection can be performed with the framing all roughs inspection.

Reminder, you will need to submit a written request form to Utilities for the underground electric line to be installed. The meter base should be installed at this point. Sometimes the line will need to be installed under your driveway. If your driveway has already been poured, contact Utilities at 803-329-5500. Your underground electric line will need to be installed before you request your Temporary Power inspection.

- Framing All Roughs:** Framing inspections shall be made after the roof deck or sheathing, all framing, fire blocking and bracing are in place and pipes, chimneys and vents to be concealed are complete and windows and doors are installed. The rough electrical, plumbing, heating wires, pipes and ducts shall also be installed. This also includes the water-resistive barrier inspection of all exterior walls.
- Gas Piping:** The gas piping inspection is made after the gas line has been installed with a pressure gauge on the line. The pipe size, length of run, BTU's of heating units and dip pipe will be verified at the time of inspection. This inspection can be scheduled with the Framing All Roughs inspection.
- Firewall or Fireproofing:** Protection of joints and penetrations in fire resistance rated assemblies shall not be concealed from view until inspected and approved. Lath and gypsum board that is part of a fire rated assembly or shear assembly shall be inspected after lathing and gypsum board, interior and exterior, is in place but before any plastering is applied or gypsum board joints and fasteners are taped and finished.

- Sidewalk Compaction:** This is an inspection of the area where the sidewalk will be poured before the concrete is poured. The forms for the concrete must be in place.
- Building Thermal Envelope Air Leakage Verification** - The building thermal envelope should be durably sealed to limit infiltration. Air tightness can be verified by either of the following options:
 - Option 1 - Visual inspection to verify all caulking, blocking and air sealing measures have been performed. Inspection should be done prior to the installation of insulation and drywall and must be done before the insulation inspection can be performed. A Thermal Envelope Air Leakage Compliance Certificate, completed by a third party, is required to be completed before the insulation inspection can be performed.
 - Option 2 – Door Blower Test to verify less than 7 ACH (air changes per hour). Testing should be done after rough in and after installation of penetrations of the building envelope, including penetrations for utilities, plumbing, electrical, ventilation and combustion appliances.
- Duct Air Leakage Verification** – Ducts, air handlers, filter boxes and building cavities used as ducts shall be sealed. Test must be performed by certified tester. A copy of the test results must be submitted before the certificate of occupancy can be issued. Duct tightness can be verified by either of the following options:
 - Option 1 - Rough-in stage test - 6 cfm/ 100 SF w/ air handler, 4 cfm/ 100 SF w/o air handler
 - Option 2 - Post-construction Final inspection stage test - 8 cfm/ 100 SF leakage to outdoors, 12 cfm/ 100 SF total leakage
- Insulation:** This is performed after the framing all roughs inspection has been approved and after all walls and floors requiring insulation are complete. Any ceiling areas where it is not possible to use blown insulation or where blown insulation is not to be used must be complete at this time. A copy of the Building Thermal Envelope Air Leakage Verification results should be on the job site for the inspector.
- Energy Efficiency Inspections:** Inspections shall be made to determine compliance with Chapter 13 and shall include but not be limited to inspections for envelope insulation R and U values, fenestration U value, duct system R value and HVAC and water heating equipment efficiency.

Before you request the Temporary Power inspection, the underground electric line must be installed. You must submit a written request form to the Utilities Dept. to start the installation process.

- Temporary Power:** For residential installations this inspection is performed when all circuits have been completed, receptacles and covers installed, ceiling outlets wire nutted and covered and the electrical panel completed with all circuit breakers installed. An exception may be considered for receptacles installed in areas to be tiled or awaiting special order counters or cabinets.
- Final Sidewalk:** This inspection should be scheduled in conjunction with the Final All Trades inspection. The inspector will make sure there are no cracks or breaks in the sidewalk. Effective July 1, 2007, the builder is responsible for the repair and/or replacement of any damaged curb and sidewalk directly adjacent to the permitted lot. Before the C.O. for the house will be issued, all repairs/replacements must be completed to the satisfaction of the City
- Final All Trades Inspection:** This inspection is performed when the structure is ready for occupancy. All plumbing fixtures are to be functional, the heating/air conditioning system complete and functioning, floor coverings installed in kitchen, bath, and laundry areas, and any tile in bathrooms completed. The address is to be posted with lettering a minimum of 3” in height and placed so that it can be seen from the street. If the structure is more than 50’ from the improved portion of the street, the address shall also be displayed on a freestanding pole or on the mailbox.
- Duct Air Leakage Verification** – Ducts, air handlers, filter boxes and building cavities used as ducts shall be sealed. Test must be performed by certified tester. A copy of the test results must be submitted before the certificate of occupancy can be issued. Duct tightness can be verified by either of the following options:
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- Other Inspections:** In addition to the inspections specified above, the building official is authorized to make or require other inspections of any construction work to ascertain compliance with the provisions of this code and other laws that are enforced by the division of building/codes.
- Special Inspections:** Special inspections shall be regulated by the provisions of the section of the International Building Code addressing special inspection requirements.

Reinspection Fees

Reinspection fees are assessed as follows when correction of code violations is required:

First failed inspection	\$15
Second failed inspection (at the same site for the same violation).....	\$20
Third failed inspection (at the same site for the same violation)	\$30
Failed final inspection	\$50

Reinspection fees must be paid prior to receiving the Certificate of Occupancy.

Certification

By signing below you are verifying you have read and understand the inspection requirements above.

Applicant Signature

Date

Applicant Printed Name