

Inspection Process for Commercial Construction

Required inspections must be requested prior to concealment of work. Concealment of work without required inspections will result in the inspection being rejected. Rejected inspections for code violations are subject to a re-inspection fee. The permit card must be posted in clear view on site, in a weatherproof *enclosure* (if outdoors), and a set of County-approved construction plans and site plan must be always maintained on site.

Beginning Phase

Temporary Power Pole- Required inspection by the electrical section prior to DeKalb County approval being provided to the applicable power company for connection.

Initial Environmental Inspection- Required after all sediment and erosion control measures, construction drives, and tree save fences are installed. **This inspection is required prior to footing or slab work.**

Foundation Phase

Footing/Foundation- Must be requested and approved **prior to the placement of concrete.**

In-Slab Concealed (Elec, Plumb, HVAC)- If applicable must be requested and approved prior to requesting a Structural Slab inspection.

Structural Slab- Performed after all In-Slab inspections (if applicable) are met and all forms, gravel, vapor barrier, and reinforcements are in place.

Concrete Poured Walls- **Are required to be code compliant.** Foundation walls require an approved engineer design and inspection. Engineer report must be supplied to the inspector no later than the Framing inspection.

Rough-In

Electrical, Plumbing, and HVAC Roughs- Can be requested in any order. **All the applicable Roughs must be requested and approved prior to the requesting of the Building Framing inspection. Insulation is not to be installed until all required inspections are approved.** Sheetrock may be applied to one side of interior walls prior to inspection.

Temporary Power Release- Inspections can be requested any time between the Rough and Final Electrical Inspections to allow power to the structure.

Midway Inspections

Building Framing Rough/Insulation- **Inspections will be performed after all applicable Electrical, Plumbing, and HVAC Roughs are passed** and any required elevation certificates, engineer letters, or any other required documents are on file at the time of the requested inspection. If Insulation is to be installed, sheetrock shall not be installed until the required Building Framing inspection is approved.

Environmental Pre-Grading- Performed after the final grade has been established (lot prep) and prior to installing sod and/or permanent vegetation. **This inspection must be scheduled and completed prior to requesting an Environmental Final Inspection.**

Final Inspections

Electrical, Plumbing, HVAC Final Inspections- Can be requested in any order. These will be followed by the Fire Marshal Final (If applicable).

Environmental Final- May be requested at any time once all final landscaping and water quality measures are installed. **An As-Built, Water Quality Certificate, Tree Letter, or other required documentation must be presented to the inspector at the time of the inspection.**

Building Final Inspection- **May be requested, and will be performed, if all required prior inspections are approved (including inspections from other Departments if applicable).** Upon approval of the Final Building Inspection, the permit card must be presented to the Permits Division before a Certificate of Occupancy is to be issued. As-Built surveys will be submitted to the Land Development Division prior to submitting the permit card to the Permits Division.