



Required Inspections

Mills County Iowa Building & Zoning Department
403 Railroad Ave, Glenwood, IA 51534
712-527-4347

Construction or work for which a building permit is required shall be subject to inspection by the Building & Safety Department. Such construction or work shall remain accessible and exposed for inspection purposes until approval in the general inspection order listed within this brochure.

TEMPORARY SERVICE INSPECTION

(If Applicable)

The Building & Safety Department will have the authority to authorize and approve the temporary connection of the building or system to the utility, source of energy, fuel or power.

- ◆ Approve location of an electrical temporary power service installation for construction
- ◆ Electrical grounding and bonding approved
- ◆ All temporary breakers and GFIC outlets to be installed
- ◆ Verify the required fuel pressure system test
- ◆ Approve of electrical or energy fuel service connection for temporary service

FOOTING/FOUNDATION INSPECTION

Footing and foundation inspections shall be made after excavations for footing 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 jobsite, except where concrete is ready mixed offsite, the concrete need not be on the jobsite.

- ◆ Spot survey and approve location of new permitted structure to approved plans
- ◆ Examine all footing depths, widths and steel reinforcement placement
- ◆ Verifies electrical service foundation grounding and bounding (UFER)
- ◆ Reviews and accepts third party special inspection report testing for soils and compaction (if applicable)

SLAB & 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 sub floor.

- ◆ Lowest floor elevation (if applicable): In flood hazard areas, upon placement of the lowest floor, including the basement, and prior to further vertical construction, the elevation certification shall be submitted to the inspector and accepted
- ◆ Examines all underground or slab plumbing piping, mechanical ducting and electrical conduits
- ◆ Verifies and inspects all floor framing supports, joists and connections

BASEMENT WALL INSPECTION

(If Applicable)

All basement wall construction inspections shall be made after all forms and/or CMU block is in position and the required reinforcing steel is in place and before any concrete and/or masonry grout is poured. Materials for the basement walls shall be on the jobsite, except where concrete or masonry grout is ready mixed offsite, the concrete need not be on the jobsite.

- ◆ Spot survey and approve location of basement/foundation walls
- ◆ Examines all pre-formed wall heights, widths and steel reinforcement placement
- ◆ Reviews and accepts third party special inspection report testing for soils and compaction (if applicable)

ROOF DECK & EXTERIOR SHEATHING INSPECTION

Roof decking and exterior sheathing shall be installed with the code minimum standards and along with the required structural fasteners.

- ◆ Verifies location, type and vulnerability of structural fasteners
- ◆ Examines decking and sheathing materials for correct structural placement

FRAMING/ROUGH-IN INSPECTION

Framing inspections shall be made after the roof deck or sheathing inspection has been approved and the structure has been dried-in or weather proofed. All framing, fire blocking and bracing are in place and pipes, chimneys and vents to be concealed are complete and the rough electrical, plumbing, heating wires, pipes and ducts are approved.

- ◆ Inspects all structural and non-structural framing, mechanical connections and hold-downs as in accordance to the approved plans and minimum requirements
- ◆ Examines and verifies code required testing on all rough-in plumbing, mechanical and electrical systems
- ◆ Checks all code required fire blocking, concealed spaces and verifies all sealed penetrations

INSULATION & ENERGY EFFICIENCY INSPECTION

Inspection will be required to determine compliance with State & County adopted energy code 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.

- ◆ An Insulation Certificate will be accepted as an alternative for the required inspection, only if a County approved insulation contractor has installed all or segregate areas of the required insulation. The County Building Official will approve all insulation contractors through an approval and inspection process.
- ◆ Inspects and examines the installation of all insulation materials and placement
- ◆ Examines all windows for the proper installation, sealing & required certification labels for the R and U values
- ◆ Inspects the installation of all HVAC systems & mechanical duct work along with verifying certification for the required mechanical ducting R value
- ◆ Reviews water-heater equipment and system for the code required efficiency

FIRE-RESISTANT PENETRATION INSPECTION

Protection of all joints and penetrations in fire-resistance-rated assemblies shall not be concealed from view until inspected and approved (typical in residential construction: the walls and ceilings between the garage and the dwelling).

- ◆ Inspects and verifies all fire-resistance gypsum board (sheetrock) at the required rated assemblies
- ◆ Examines all penetrations in the fire-resistance-rated assemblies

FINAL INSPECTION & CERTIFICATE OF OCCUPANCY (CO)

The final inspection shall be made after all work required by the building permit has been completed. No building or structure shall be used or occupied, and no change in the existing occupancy classification of a building or structure or portion thereof shall be made until the Building Official has issued a certificate of occupancy.

- ◆ Reviews and inspects all final construction as it pertains to the building codes
 - ◆ Examines and verifies code required testing on all finished working plumbing, mechanical and electrical systems
 - ◆ Inspects and reviews all code required life safety protection and systems
 - ◆ Checks all exterior building construction including, but not limited to addressing, lighting, drainage, water-proofing, rotten-proofing and all other exterior code requirements
 - ◆ Reviews and releases all or remaining permanent service utility connections
- Issues a Certificate of Occupancy (CO) for the permitted structure(s) upon final approval and completion

INSPECTION INFORMATION

Construction or work for which a building permit is required shall be subject to inspection by the Building & Safety Department and such construction or work shall remain accessible and exposed for inspection purposes in the order of the listed inspections on this official Inspection Record.

INSPECTION REQUESTS

It shall be the duty of the holder of the building permit or their duly authorized agent to notify the Building & Safety Department when work is ready for inspections.

- Inspections should be scheduled and recorded before 5:00 pm the day before the inspection is requested.
- After Hours, Weekend and Holiday Inspections should be scheduled and the appropriate fee must be paid at least two-days before the required inspection date.
- All inspections should be called in and recorded using the County Inspection Request Message System (CIRMS) at **712-527-4347**.
- AM scheduled inspections will be performed from 8:00 am to 12:00 noon.
- PM scheduled inspections will be performed from 12:00 noon to 4:00 pm.
- Any special requested inspection time will need to be pre-approved by your scheduled Inspector, the day before.

INSPECTION PERFORMED

It shall also be the duty of the permit holder to provide access to and means for inspections, and have on the jobsite at the time of all inspections:

- The County Approved Project Plans
- And this official Inspection Record

INSPECTION APPROVAL

All work shall not be done beyond the point indicated in each successive inspection list on this Inspection Record without first obtaining the written signoff approval from a County Building Inspector. The County Building Inspector shall either indicate the portion of the construction that is satisfactory as completed, or notify the permit holder or his or her agent in a written format wherein the same fails to comply with the County adopted codes. Any portions that do not comply shall be corrected and such portions shall not be covered or concealed until written signoff approved by a County Building Inspector.