Community Development Division

Building Department
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Fort Collins, CO
(970) 498-7683

Updated January 28, 2014

Required Building Inspections
(Detailed)

The following is a list of required inspections in their normal order of completion. Although they all may not be applicable to your particular project, please use this list as a general guideline:

1. **Setback and footings**—this is the initial inspection. Property pins must be located. Concrete forms must be placed on undisturbed soil, installed as shown on approved building plans. Reinforcing steel, in place, supported and splices **tied (concrete cannot be placed before inspection approval).** Caissons must be inspected by the engineer of record, with a wet-stamped letter approving the caissons given to the inspector.

    1.a. If an open hole inspection is required by a design engineer, contact that engineer for an inspection after the crawl space or basement is excavated and prior to forming footing to make sure the soil and water table are per design perimeters.

    1.b. At the time of footing and setback inspection, if you are in a Wildfire Hazard Area, the initial Wildfire Inspection is required.

2. **Foundation**—this is done after the foundation walls have been formed and the reinforcing steel is installed, but also prior to placement of concrete. Any prescribed below-grade insulation must also be in place. If survey certification is required, it must be provided by foundation inspection.

    2.a. **Concrete slab—**inspections of interior slabs are only required when the slab is poured monolithically with the foundation wall; when the slab requires reinforcing in excess of 6x6 10/10 w.w.m.; or when building equipment, conduit, piping accessories, and other ancillary equipment items exist in-slab and under-slab. (Exterior flatwork including driveways is exempt.); all items to be placed in slab must be in place and soil compacted. **Concrete cannot be placed before inspection approval.**

3. **Rough-In Underground Plumbing**—this is done after the underground or under-slab plumbing is installed but prior to its being covered (water test or five psi air test is required).

    3.a. **Radon mitigation**—If a radon mitigation system is required for the property (see conditions of approval on permit card), the sub-slab work must be ready at the time of underground plumbing inspection. The floor slab cannot be poured until this is completed. Radon pipe rough-in must be inspected prior to or concurrent with framing.

    3.b. **Slab insulation**—if you have a walk-out basement, slab insulation is required by the Energy Code. The slab insulation must be ready at the time of underground plumbing inspection. The foundation cannot be backfilled until this is approved.

4. **Septic System**—call the Larimer County Department of Health & Environment at (970) 498-7665 for septic system inspection requirements.

5. **Public Sewer Hook-Up**—call the applicable sewer district for your area for sewer hookup inspection requirements.

6. **Well or Water Service**—call the Colorado Division of Water Resources at (970) 352-8712 for well information or the water district for your area for water hookup inspection requirements.

7. **Gas Line Air Test**—this is done after gas piping, fittings, unions, and valves authorized by the permit have been installed and before any such piping has been covered or concealed or any fixture or appliance has been attached thereto. (A 10 psi air test is required.) Provide 18" depth for copper, polyethylene pipe (PE requires an 18 ga. tracer wire or metal tape), and factory-wrapped black iron. (Field-wrapped pipe cannot be installed underground.) If using an elevated pressure system (2 psi or greater meter set), a 30# pressure test is required upstream of the regulator. Regulator will be checked at final.

8. **Rough plumbing and Air/Water Test**—this is done after the above ground plumbing (water and drainage piping) is installed and prior to or concurrent with the framing inspection. A ten foot head of water test or five psi air test is required for the drain-waste-vent piping.

9. **Rough Heating & Vent**—this is done after the heating, vent, and duct work has been installed. This inspection should also precede or be concurrent with the framing inspection. Clearances and venting are required per the manufacturer's installation instructions, which must be at the job site for inspection. Heating and cooling equipment sized per Manual J and ducts sized properly.

10. **Electrical Rough-In**— Larimer County does not issue electrical permits or inspect electrical work. A separate permit is required by the State of Colorado Electrical Board. Call the State Electrical Board for permit and inspection requirements at (303) 894-2300. For the Estes Park area, call State Electrical Inspector Dave Cearlock at (970) 586-4464, extension 3309. Typically, a rough-in electrical inspection is done after the premises wiring system has been installed, and before or concurrent with the framing inspection.

11. **Fireplace/wood stoves—** this is done before or concurrently with the frame inspection . Wood-burning fireplaces must comply with County clean-burning emissions requirements (see www.larimer.org./building/woodburning.htm). Zero-clearance fireplace or wood stove chimney inspections are made during heat and vent inspection. Masonry fireplace inspections (a) firebox, throat and damper are in place, and the first flue tile is ready to be set; and (b) after all flue tile is in place before capping. The wood stove must be in place at time of final inspection or vent capped off in a finished manner. Listed wood stove installation instructions must be on site for final inspection so clearance to combustibles and venting can be verified.

12. **Fire Sprinkler**—if required, the fire sprinkler system is to be inspected and approved by the fire department having jurisdiction (before frame inspection is called for). Check subdivision status sheet to see if sprinklers are required.

13. **Frame**—this is done after the structure's walls, floors, and other framing members are in place and after the exterior sheathing has been installed. Additionally, the roof must be completed to the point where the building interior can be considered to be weather-protected. Stamped truss engineer's drawings and truss layout must be on site with County-approved plans for inspector to check truss bracing. All of the sub-systems such as plumbing, mechanical, and electrical must be inspected prior to the installation of insulation, interior sheathing and wallboard. All required engineer's letters on footings and foundation, and perimeter drain, damp proofing/waterproofing, roof and wall sheathing certifications must be on site for inspector.

    13.a. **Narrow Wall Bracing—**required where less than two feet of structural wood sheathing is installed by garage or window openings as called out on plans. Inspection called for before weather barrier and siding installed and certification on sheathing fasteners signed and on site. In addition, porch roof or deck partial framing (such as columns that may be wrapped or roofs that may be soffited) must be inspected before being covered.

14. **Insulation** —(after approval of the framing inspection and prior to the installation of wallboard) the insulation inspection will verify proper R values, air sealing, insulation fire blocking, and general workmanship as required by the Energy Code. Blown attic insulation is inspected at final inspection, as are exposed insulation blankets attached to unfinished concrete walls in basement and crawl spaces. Inspector *may* allow framing corrections reinspection along with insulation.

15. **Gypsum board and plaster—**required ONLY where fire-resistive-rated construction is required between dwelling units, when exterior walls within three feet of property line or for gypsum shear walls required by design engineer. Firewall inspections when needed will be made after gypsum board is in place, but before plaster or gypsum board joints and fasteners are taped and finished.

16. **Roofing**—this is done after roofing completed; need to leave proof of Class A or B label in the foothills or mountains and Class A, B, or C along the front range. Certification letter required from roofing contractor that roof fasteners were installed per manufacturer's requirement for appropriate wind speeds of Larimer County and roof ice barrier was used in the Class B area.

17. **EIFS "Synthetic Stucco"—**this is done by certification letter. All wood residential structures must have a weather-resistive barrier. The first certification letter certifies that the installer wrapped windows, doors, and wood sheathing according to ICC acceptance criteria and their manufacturer's installation requirements; the second certification letter certifies that the sealant is installed per ICC acceptance criteria and their manufacturer's installation requirements.

18. **Final Inspections**—these are done after all work shown on the approved plans has been Completed. Final inspection approvals are typically required from the Building Department, County Health & Environment (if on septic), State Electrical Board, and possibly Fire Dept.

    Building Department—this inspection is done after finish grading, the building is completed and ready for occupancy, all plumbing fixtures set, heating equipment set and working, blower door test approval, and final electric inspection signed off by State inspector. All applicable conditions of approval, such as drainage certification, radon test, and fire-sprinkler approval by fire departments when required, must be provided for certificate of occupancy.

Certificate of Occupancy (CO), Temporary Certificate of Occupancy (TCO) and Letter of Completion

For new buildings, a CO is required prior to occupying the building. In certain cases, a Temporary Certificate of occupancy (TCO) can be issued pending minor remaining items awaiting completion or where only portions of the building are complete. For alterations to residences, outbuildings and projects which do not add significantly to the building space, a letter of completion is issued upon request.

> **Temporary Certificates of Occupancy**—TCOs may be issued, but only when an inspector verifies that all life-safety issues have been addressed and all agencies approve issuing a TCO. There is a $600 fee for TCOs, which are valid for 180 days. If a full CO is issued within the first 30 days, all but $40 will be refunded. If a full CO is issued prior to the 180 day expiration, $100 shall be refunded for each full 30 day period remaining out of the original 180 day TCO period Life-safety issues include:
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> - One complete working bathroom, with shower or tub, sink and toilet
> - Kitchen sink installed and working
> - Heating system (furnace, boiler or other) and water heater installed and working
> - Electrical final approved by Colorado State Electrical inspector
> - Health Department final (if applicable) approved
> - Engineering drainage, access and flood finals(if applicable) approved
> - Stairs, handrails, guardrails, smoke and CO detectors at building inspector's discretion
> - Wildfire final inspection approved
> - Final approval from applicable Fire Department if required by conditions of approval

Once all final inspection approvals are obtained, a CO issued for residential and commercial permits. COs are not issued for cabins, however a Letter of Completions is issued upon request. For accessory structures, such as barns, garages, or storage buildings, a Letter of Completion may be requested when final inspection has been approved. If you are unsure which final inspections are required prior to certificate of occupancy issuance, please contact our offices at (970) 498-7700.

General Information

The yellow building permit card must be posted on the job site. The address number must be posted at the County road or street. The customer's copy of the approved plans must be on the job site for **inspector's review for the inspection to be performed**. A $43 re-inspection fee is charged if the permit card and plans are not on site for the inspection, or in cases of repeated trips on correction notices or as deemed necessary by the inspector. This is for the inspector's time and extra trip required returning for inspection. Most areas of Larimer County are inspected daily. **There is one area that is Wednesday and Friday only.** If you are not sure which area applies to your permit, call our offices at 498-7700. To request an inspection call 498-7697 or use our online Permit Fast Track system. You must have the permit number to schedule inspections. Requests confirmed before 8:00 AM for an inspection will be done that business day. Requests received at 8:00 AM or after will be conducted the following working day.

Inspection cancellation—the Building Official requires inspectors to charge $43 for an inspection that is not ready as requested. The $43 charge will not be assessed if our office is contacted and the inspection is canceled before the inspector goes to the site. Please call as early as possible to prevent assessing this fee.