



INSPECTION REQUEST PROCEDURE: Please call (310) 541-9809 before 4:00PM for next day inspection

Inspector must sign all applicable spaces before work is concealed. See the inspection sequence below:

Ground Work

All plumbing, electrical or mechanical systems shall be inspected prior to covering with earth or concrete. The drain, waste and vent (DWV) system shall be subjected to a water test (10 foot head) or air test (5psi). Copper water piping shall be sleeved (clear sleeving only) due to the corrosive characteristics of the soil. Water piping shall be tested under operating water pressure or with air at not less than 50 psi. Gas piping for island fixtures shall be in place and installed in an approved, vented chase.

Foundation

The excavation(s) must be approved by the soils engineer (if applicable) prior to requesting a foundation inspection by the Building Department. The location and elevation survey shall be provided when applicable to verify that the structure will be located at the approved elevation and setback. Foundation trenches shall be free of debris and loose soil. All reinforcement shall be secured in place and all special foundation hardware (holdown, straps, etc.) shall be on site. The ufer ground (concrete encased electrode) shall be in place.

Roof Sheathing

All roof sheathing shall be in place and nailing completed.

Rough System Inspections

- **Rough Plumbing** – The drain, waste and vent shall be complete and subjected to a water test (10 foot head) or air test (5 psi). The water system shall be complete and tested under operating water pressure or with air at not less than 50 psi. Gas piping shall be complete. All piping shall be secured and protective plates in place where required.
- **Rough Electrical** – All conduit, boxes, panels, service equipment and wiring shall be complete and secured. All protective plates shall be in place. The service grounding electrode system shall be complete and bonded.
- **Rough Mechanical** – Supply and return ducts for heating systems shall be in place and secured. Combustion air ducts and openings for gas-fired appliances shall be in place. Gas vents and collars shall be in place and secured. Factory-built metal fireplaces and chimneys shall be complete. All environmental air ducts shall be complete. Domestic clothes dryer moisture exhaust ducts shall be complete.

Framing

Rough plumbing, electrical and mechanical shall be completed and approved prior to obtaining a framing inspection. The roof and all structural members and framing hardware (column caps, holdowns, etc.) shall be in place and all sheathing and shear panels nailed per the approved plans.

Masonry

Masonry walls and columns are inspected at five-foot vertical intervals (lifts) and grouted. Higher lifts are allowed if cleanouts are provided to insure proper grout placement. All reinforcing and connection hardware shall be in place.

Insulation

Framing shall be approved prior to the placement of insulation. The insulation inspection includes caulking at exterior plate on slabs and around exterior openings. Insulation shall be secured in place.

Interior Lath / Drywall

Interior lath or drywall shall not be installed until the building is weatherproof. It shall be installed prior to the placement of exterior plaster. Interior lath of drywall shall be inspected prior to covering or spotting nails or taping the joints.

Exterior Lath

Framing shall be approved prior to the placement of exterior lath. The lath inspection includes weep screed and flashing at openings. Interior lath of drywall shall be completely secured (nailed or screwed) prior to exterior lath inspection approval.

Gas Test

Gas piping shall be tested after wall coverings are in place. Gas piping shall be tested at 10 psi for fifteen minutes with no noticeable loss of pressure.

Final Approvals

Final plumbing, mechanical and electrical approvals are required prior to obtaining a building final. Each system must be completed and all fixtures and appliances installed and connected prior to requesting a final inspection. A final building inspection should not be scheduled until all work is complete and the structure is ready to be occupied.



Access Policy

In order to protect the privacy of residents and to promote safety among residents and inspectors alike, the following policies are in effect:

Inspectors will not enter fenced in yards to conduct inspections unless accompanied by a responsible adult or unless permission to enter has been provided by a written note left at the site. The note may be left on the gate providing access to the yard, on the front door or with the inspection packet (plans and job card) left at those locations. All dogs (even friendly ones) must be secured in another location.

Inspectors will not enter an unoccupied residence or business to conduct inspections unless accompanied by responsible adult if there are any possessions in the structure. Inspectors may enter unoccupied, vacant structures without an escort provided written permission to enter has been provided as indicated above.

Inspectors will not enter a residence or business to conduct inspections where minor children under the age of eighteen are the sole occupants. Inspectors may enter a residence or business where minor children are present under the supervision of a responsible adult.

Technical Questions? – Phone (310 265-7800

**Inspector Office Hours: 7:30 AM to 8:00 AM and 5:00 PM to 5:30 PM, Mon – Thur
7:30 AM to 4:30 PM Friday**

**General Building Division Office Hours: 7:30 AM to 5:30 PM, Mon – Thur
7:30 AM to 4:30 PM Friday**