



FINAL INSPECTION CHECKLIST

This document must be available to the Building Inspector prior to the issuance of a Certificate of Occupancy.

Project Address: _____

Permit #: _____

- House numbers installed in a visible location
- Building permit inspection card in a clean and legible condition
- All inspections signed and dated on the building inspection card
- Post energy code checklist in a permanent location. (Mechanical room recommended)
- Two insulation reports on site with one of the two posted in the attic located near the access
- Final grade complete; sod installed in front yard and within 15 feet of drainage feature (catch basin, curb, swale, etc.)
- Final grading verification completed and approved by the City
- Unobstructed, code compliant sidewalk and front stoop
- 36" wide unobstructed front entrance
- Proper door swing over stairways
- Proper stairway and hallway widths
- Landings outside all exterior doors
- Label radon vent pipe to read "Radon Reduction System" on each floor and attic space
- Fire rated separation. Sheetrock fire taped, B-labeled doors, fire rated collars and penetrations sealed
- Patio doors located higher than 7 3/4" from finished grade properly blocked or provided with a code approved landing
- Tempered windows provided with approved permanent etching
- Smoke detectors uncovered with all batteries installed
- Carbon monoxide alarms located within ten feet of bedrooms
- All stair risers installed with equal rise and all treads installed with equal run
- All guardrails installed with proper rail height and spindle spacing
- Plumbing access panels installed
- High Pressure gas line clearly tagged
- Provide copy of blower door test results at final inspection
- Combustion air dropped in proper location
- Electrical final approval sticker placed within the electrical panel
- Sump basket cover secured with exterior discharge and accessible future electrical outlet
- All ground water sump discharged above grade or to an approved storm water structure
- All exterior penetrations sealed
- Water meter exterior remote and radio read assembly installed
- Exterior cladding painted (if applicable)
- Driveway installed and approved - driveway width not to exceed 24 feet at City right-of-way
- Damaged curbs or sidewalks repaired as per City Engineering
- Additional construction approved with initial permit issuance, (decks, lower level finish etc.) shall be completed and approved prior to the issuance of a Certificate of Occupancy
- Curb Box inspected for damage by the Newport Public Works Department
- Boulevard Tree installed and approved
- Drainage and utility easement document recorded with Washington County (if applicable)

Job Superintendent/Contractor

Date

Building Inspector

Date

ALL ITEMS MUST BE COMPLETE PRIOR TO THE ISSUANCE OF A CERTIFICATE OF OCCUPANCY