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BP#_____

723 S. Lewis, P.O. Box 1449, Stillwater OK 74076 www. Stillwaterok.gov Fax # 405-742-8321
Email to: digitals@stillwaterok.gov

RESIDENTIAL (1&2 Family) Permit Application

☐ New Construction ☐ Alteration ☐ Addition ☐ Remodel ☐ Accessory ☐ Storm Shelter ☐ Modular ☐ Other

Project Address:_____

FOR OFFICE USE ONLY: FEMA floodplain? ☐Yes ☐No

Lot #:_____Block #_____Subdivision:_____Zoning:_____

Property Owner:_____Address:_____Phone:_____

Contractor:_____Address:_____

Phone Number:_____ Email Address:_____

OWNER/CONTRACTOR SIGNATURE OF UNDERSTANDING AND AGREEMENT

I hereby certify that the statements in this application and the attachments hereto are accurate, that the property owner has given permission for this work to proceed, that all construction work under this permit will conform to all applicable ordinances, rules or regulations of the City of Stillwater, and that all electrical, plumbing, mechanical, fence, sign and driveway construction shall be performed by contractors licensed by the State of Oklahoma (if applicable) and registered and bonded with the City of Stillwater.

(OWNER)(CONTRACTOR): **SIGNED**_____DATE_____

(OWNER)(CONTRACTOR): **PRINT**_____DATE_____

The granting of a permit or approval of plans shall not be construed as permission to violate any federal, state or local laws. Special notice is hereby given that additional requirements, notices and regulations will be printed on the permit and plans and shall be complied with whether specified herein or not.
Special notice is also hereby given that this permit becomes null and void if the authorized work or construction is not commenced, is suspended or abandoned after work is commenced, or if no inspections are obtained within a 6 month period. This permit requires final inspections and a Certificate of Occupancy or Certificate of Completion.

Based upon the scope of work, the following items may be required:

Contractor's General Liability and Worker's Compensation and/or Affidavit of Exemption **Pursuant to Okla. State Statute, Title 11, Section 43-109.2**		Attic Ventilation Worksheet Or Attic Spray Foam Worksheet	
Typical FHA-HUD Lot Grading Selection		Site/Lot Plan showing requirements per One & Two Family Construction Plot Plan Checklist	
Temporary Utility Agreement		Foundation Plan	
Acknowledgement of Stormwater Requirements		Floor Plan	

DESCRIPTION:

(All contractors MUST be licensed and registered with the City of Stillwater and the State of Oklahoma)

Plumbing Contractor:_____Contact:_____Phone:_____

Mechanical Contractor:_____Contact:_____Phone:_____

Electrical Contractor:_____Contact:_____Phone:_____

Driveway/Sidewalk Contractor:_____Contact:_____Phone:_____

CONTINUED ON PAGE TWO

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RESIDENTIAL (1&2 Family) Permit Application

Number of Stories:_____ # of Bedrooms:_____ # of Bathrooms:_____ # of Water Closets_____

Electric Service:

- Who will be installing this service: ☐ Stillwater Electric Utility ☐ Building Contractor
- What is the distance from the point of attachment to the SEU system to the location of the meter on the consumer's property? _____
- Is there ten (10) feet between side property line and veneer of the house? ☐ Yes ☐ No
- What is the slope ratio of that space? _____
- Any service in excess of 150 feet will require a primary extension to a pad-mounted transformer location that is accessible and acceptable by the Utility.
- Electric Service to be installed: ☐ 200 AMP ☐ 400 AMP ☐ 600 AMP

(**For service over 600 AMPs, contractor must contact Electric Utility to obtain connection fee.**)
Effective 04.04.2023 Per Resolution CC-23-51; SUA-23-22.

Water Meter: ☐ ¾" ☐ 1" Work Order#_____

Sewer Service: ☐ Public ☐ Septic (if Septic, provide copy of Perk Test or ODEQ Permit to Install)

☐ Other_____

Exterior Wall Finish:_____ Roof Covering:_____

Square Footage

Finished: 1st _____ 2nd _____ Unfinished: 1st _____ 2nd _____ Garage: _____

Total Sq. Ft.: _____ Lot Square Footage: _____ % Lot Coverage: _____

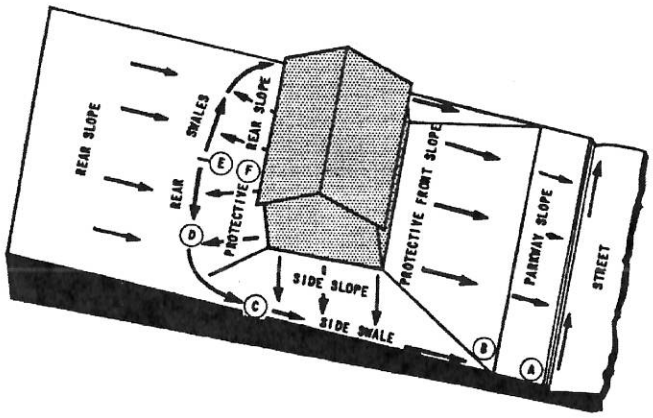
Valuation: $_____ (*Valuation includes structural, electrical, plumbing, mechanical, interior finish, overhead and profit R108.3.)*

TYPICAL FHA-HUD LOT GRADING

☐ TYPE "A" LOT GRADING
ALL DRAINAGE TO STREET

Rear yard swales behind the house carry surface water from rear yard to side yard swales (1% minimum) which carry it to street for disposal through the street gutters and the public storm drainage system.

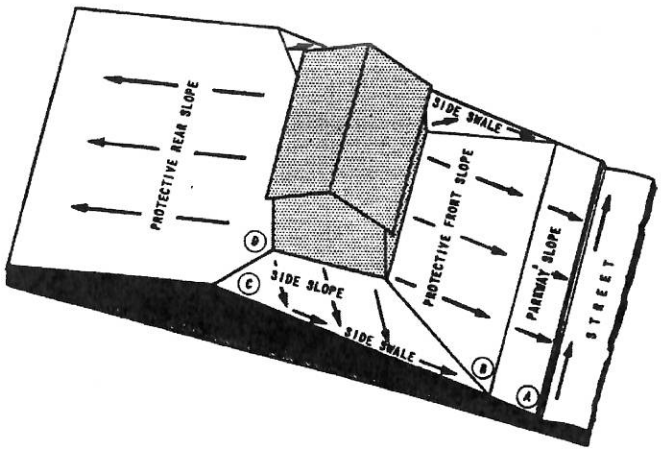
- A Curb-top on lot line extension at highest lot corner.
- A-B Parkway slope
- B-C Side yard swale
- C-D Swale turn with 10' radius
- D-E Rear swale
- E-F Protective rear slope up from high point of swales



☐ TYPE "B" LOT GRADING
DRAINAGE BOTH TO STREET & TO REAR LOT LINE

Only side swales are needed to drain both to the street and to the rear lot line. They should extend back of the line of the rear building wall; then splash blocks from rear roof downspouts should be placed to direct roof water to the side swales for drainage directly to the abutting street. Thus the amount of water carried on the rear slope to easements or other properties is kept as small as possible. This reduces erosion and disposal problems.

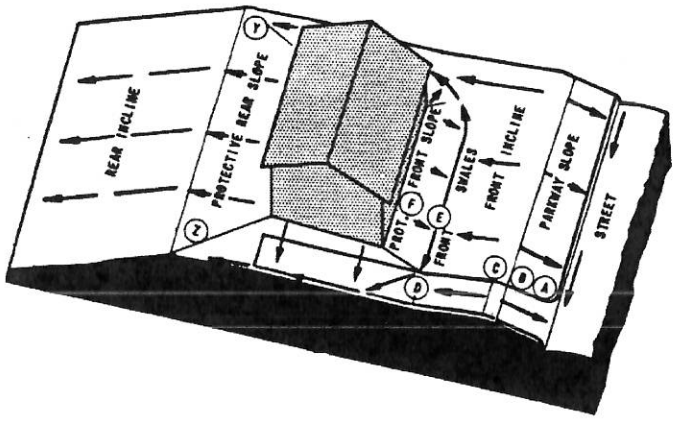
- A Curb-top on lot line extension at highest lot corner
- A-B Parkway slope
- B-C Side swale
- C-D Protective side slope at extension of rear wall



☐ TYPE "C" LOT GRADING
ALL DRAINAGE TO REAR LOT LINE

Front swales are essential to carry surface water from the front yard to side-yard swales which carry it to the rear for disposal in easements or across other properties. Proper cross-section of the street gutter, curb and parkway strip are essential to stop street water from flowing onto the lot.

- A Curb-top at high side of driveway near low lot corner
- A-B Parkway slope
- B Driveway grade change from upgrade drive in street to downgrade drive on lot
- C-D Driveway downgrade point out from front of building
- D-E Front swale
- E-F Protective front slope from highpoint of swales



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TEMPORARY UTILITES AGREEMENT

Pursuant to City of Stillwater Terms and Conditions of Use temporary power and water service for construction purposes may be activated upon issuance of a building permit and the temporary equipment and services having been inspected and approved and upon signing of this document.

The City frequently receives requests to activate gas, water, and electric services before the building has been completed. This may be granted when the City confirms that particular utilities work is complete and safe to operate under construction conditions. Temporary service equipment will be disconnected when the permanent equipment to the building is activated, with the possible exception of equipment serving remote job site trailers or offices.

I, the undersigned and building permit applicant, agree and understand that temporary utility services are being allowed only for the purpose of construction and I will call for final inspections and obtain a certificate of occupancy or a temporary certificate of occupancy, before the building or addition to the existing building is occupied or used for any other reason (including storage of items other than building materials and tools).

I, the undersigned and building permit applicant, understand that temporary utility services may be disconnected at anytime the property is found to be in violation of the Terms and Conditions of Use.

I, the undersigned and building permit applicant, agree the furnace is NOT to be operated any time fumes are present (such as glue, paint, dust, etc.), or any other substance harmful to the furnace. No electrical equipment may be left in an unsafe condition. It is not in the best interest of the building's owner to operate permanent HVAC system for temporary heating or cooling purposes during construction.

I, the undersigned, do agree to assume all responsibility for any cost associated with these temporary utilities. I, the undersigned, do understand that once a Certificate of Occupancy or Certificate of Completion is issued or upon completion of the construction project outside the city limits, then City of Stillwater Customer Service shall be contacted to change the status of the utility account.

I understand and agree that temporary water service is for construction purposes only and is NOT to be connected to any building/structure in any manner, whether directly or indirectly, until a permitted sewer connection is made to an approved sewage disposal system. I also understand that prior to issuance of a certificate of occupancy, any costs associated with the relocation/adjustment of the meter can or repairs required on the City's side of the meter due to damages during construction will be my responsibility.

I understand that a violation of any of the above conditions, or failure to comply with the requirements of and within the time constraints of the Terms and Conditions of Use, shall be considered a Class A Offense and may result in the immediate disconnection of the utility services and/or issuance of a municipal citation.

Project Address _____

Print Name _____

Signature _____ Date _____

Billing Address _____

Phone Number: _____

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stillwaterok.gov

Project: _____

Building Permit No.: _____

Acknowledgement of Stormwater Requirements

Drainage Facilities

Proper stormwater management is essential to public welfare.

For construction scheduling purposes, municipal code §35-108 (a) states: *All drainage facilities shown as part of an accepted drainage plan for any portion of a development shall be installed as part of the first phase of construction or earth moving activity on that portion of the development. If only a portion of the drainage facilities is installed on any development due to phased construction of the development, these facilities shall be constructed to function in such a manner as to be consistent with the purpose of this chapter. The use of temporary drainage facilities may be permitted so long as they function in such a manner as to be consistent with the purpose of this chapter and that they are replaced with permanent drainage facilities prior to occupancy or use of the development. Minor deviations from the requirement for installing the drainage facilities as a part of the first phase of construction or earth moving activity may be granted by the development services director if deemed necessary for technical reasons related to the construction as long as the purpose of this chapter is met.*

For all phases of construction, §35-25 (a-b) states:

(a) Dumping or placing any material, whether temporary or permanent, within a drainage facility in a drainage easement or within the stormwater flowline of a drainage facility that is not in an easement is prohibited and a violation of this article. The owner of the property shall be responsible for any material that has been willfully dumped or placed in a drainage facility.

(b) A property owner's failure to repair and maintain a drainage facility that was specifically designed and installed to control stormwater runoff from that property or other properties designated in an approved drainage plan to a standard allowing it to perform its designed and intended purpose is prohibited and a violation of this article.

Municipal Code §35-78 (a) (2) states: *All development, redevelopment, and earth changes shall be constructed so that it will not increase the frequency of flooding or depth of flood for any stream, up to and including the 24 hour – 100-year storm.*

Water Quality Regulations

The City of Stillwater is an Oklahoma Department of Environmental Quality Phase II community and is required by federal and state regulations to enforce a program that effectively reduces stormwater runoff pollution resulting from construction activities.

Municipal Code, §35-28 (a)-(f) states:

(a) All development, redevelopment, and earth changing activities resulting in the disturbance of area equal to or greater than one acre, shall remain in full compliance with all applicable federal, state and local permits including but not limited to a City of Stillwater Earth Change Permit and the ODEQ OKR10 Construction General Permit. A violation of an applicable federal, state, or local permit shall constitute a violation of this section.

(b) During all construction activity developers, property owners, and contractors shall be required to keep streets, gutters, inlets, drainage pipes, swales, ditches, drainage channels, and all drainage devices and

structures clean and free from debris, sedimentation, soil, and any other material incidental to construction activities.

(c) Prior to commencing any permitted earth disturbing activity, temporary erosion and sediment control measures shall be installed. Best Management Practices (BMPs) shall be installed and maintained in accordance with the city's BMP Designs and Standards and BMP manufacturer specifications.

(d) BMPs shall be selected such that erosion, stormwater run-off, stormwater run-on, and off-site transport of sediment and other pollutants are eliminated or reduced to the maximum extent practicable.

(e) Every developer/property owner and contractor designated by the developer/property owner shall be responsible for the development and implementation of the Erosion and Sediment Control Plan and Stormwater Pollution Prevention Plan (SWP3).

(f) Commercial or residential construction sites less than one acre, but which are part of a common plan of development disturbing more than one acre, such as individual residential lots in a subdivision, shall be required to maintain erosion and storm water pollution prevention measures in accordance with BMPs implemented during development. If BMPs are absent or ineffective, the property owner or designated contractor shall, at a minimum, install BMPs to keep streets, drainage ways, and storm drains free from sediment or other construction material or debris.

Municipal Code, §35-78 (b) (1-3) states:

(1) All development, redevelopment, and earth changes shall be designed, constructed, and completed in a manner which minimizes the exposure of bare earth to precipitation.

(2) All development, redevelopment, and earth changes shall be constructed only if appropriate sedimentation facilities are installed and maintained throughout the construction period.

(3) All development, redevelopment, and earth changes shall be accompanied by Best management practices for controlling sediment and erosion so as to minimize the amount of sediment leaving the site.

Municipal Code, §35-134 states: *Unless specifically exempted, an earth change permit* [now identified as the Earth Change, Grading, and Flood Control Permit] *granted to the provisions of this chapter shall be obtained from the development services director prior to commencement of any excavating, grading, re-grading, landfilling, berming, or diking of any property within the jurisdictional area of the City of Stillwater. A separate permit shall be required for each separate, non-contiguous site or lot. No permit shall be transferable without the prior written consent of the development services director.*

Floodplain Regulations

If construction is to take place within an identified Special Flood Hazard Area (SFHA), that proposed development must be covered by the Earth Change, Grading, and Floodplain Development Permit and be constructed to comply with floodplain management regulations and to minimize potential flood risks. Chapter 23 – Article 18, *Flood Hazard Regulations*, requires:

1. *23.374.b.1: New construction and substantial improvement of any residential structure shall have the lowest floor (including basement and electrical, heating, ventilation, plumbing, air conditioning equipment and other service facilities), elevated 12 inches above the base flood elevation. A licensed professional engineer or land surveyor shall submit a certification to the floodplain administrator that the standard of this subsection is satisfied.*
2. *23-374.b.2: New construction and substantial improvements of any commercial, industrial or other nonresidential structure shall either have the lowest floor (including basement) elevated 12 inches above the base flood level as certified by a licensed professional engineer or land surveyor, or together with attendant utility and sanitary facilities, be designed so that below the elevation 12 inches above the base flood level the structure is watertight with walls substantially impermeable to*

the passage of water and with structural components having the capability of resisting hydrostatic and hydrodynamic loads and effects of buoyancy. A licensed professional engineer or architect shall develop and/or review structural design, specifications, and plans for the construction, and shall certify that the design and methods of construction are in accordance with accepted standards of practice as outlined in this subsection. The floodplain administrator shall maintain a record of all floodproofing certifications that includes the specific elevation (in relation to mean sea level) to which each structure has been floodproofed.

3. *23-374. a.1: All new construction, substantial improvements, or other development shall be designed (or modified) and adequately anchored to prevent floatation, collapse or lateral movement of the structure resulting from hydrodynamic and hydrostatic loads, including the effects of buoyancy.*
4. *23-374. a.2: All new construction, substantial improvements, or other development shall be constructed by methods and practices that minimize flood damage.*
5. *23-374. a.3: All new construction, substantial improvements, or other development shall be constructed with materials resistant to flood damage.*
6. *23-374. a.4: All new construction, substantial improvements, or other development shall be constructed with electrical, heating, ventilation, plumbing, and air conditioning equipment and other service facilities located 12" above the base flood elevation so as to prevent water from entering or accumulating within the components during conditions of flooding*
7. *23-374. a.5: All new construction, substantial improvements, or other development shall be accomplished without causing adverse impact to other properties.*
8. *23-374. a.6: Compensatory storage shall be provided for any fill within the floodplain.*
9. You must submit an official FEMA Elevation Certificate from an Oklahoma-registered engineer, architect, or land surveyor which indicates that the base floor elevation requirements have been met. You must submit written certification from an Oklahoma registered engineer or architect that the flood proofing requirements have been met when flood proofing has been used as an alternative for non-residential structures. Failure to provide the required certification is a violation of this permit and will result in withholding the Certificate of Occupancy or Certification of Completion.

Violations and Enforcement

Violations of stormwater requirements will result in the issuance of a Notice of Violation (NOV). Violations must be corrected within the noted correction period. If a violation is not corrected within the correction period, enforcement action may be initiated including but not limited to a stop work order, revocation or suspension of applicable permits, temporary termination of utilities, withholding the Certificate of Occupancy, or issuance of a citation for a class C or Class D offense. The violation is a class C offense ($500/day) if no sediment is discharged; it is a Class D offense ($1,000/day and/or 90 days in jail) if sediment is discharged.

For violations which create a public nuisance, abatement actions may be taken by the City of Stillwater and related expenses will be billed to the property owner.

Authorization and Acknowledgement

I have read or had read to me the above stormwater provisions; I understand and will abide by these requirements.

Owner's Name (*please print*)	Signature of Owner	Date

Attic Ventilation Calculation Worksheet

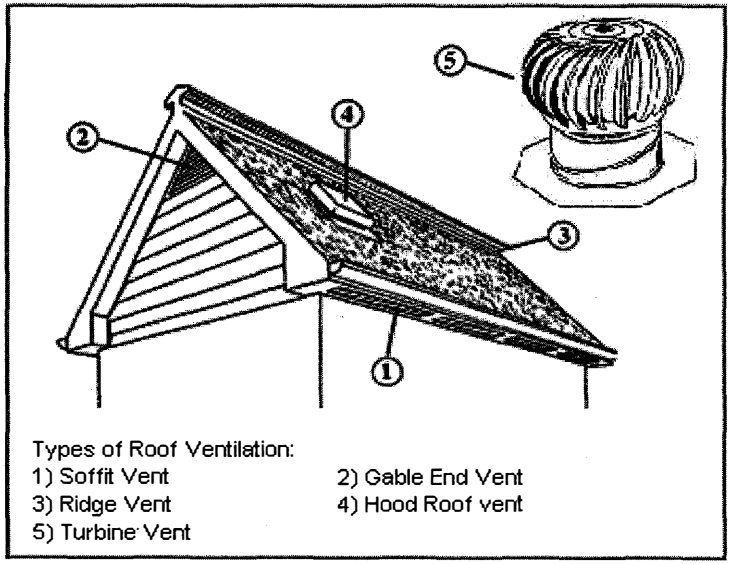
Address: _____

Contractor: _____

Type and Amount of roof ventilation proposed: (**check ALL that apply**)

	Size	Length	# of	Manufacture
☐ Soffit Vent				
☐ Gable End Vents				
☐ Ridge Vent				
☐ Hood Roof Vents				
☐ Turbine Vents				

Total NFVA Area Proposed = _____



Types of Roof Ventilation:
1) Soffit Vent
2) Gable End Vent
3) Ridge Vent
4) Hood Roof vent
5) Turbine Vent

Ventilation Calculation

A. Attic area square footage	=	Square Feet
B. Attic area (divided by) 150 **or** 300	=	Sq Ft of attic ventilation required
C. Sq Ft of attic ventilation required x 144	=	Sq inches of Net Free Ventilation Area required*

Total NFVA Area Required = _____

NFVA - ***Note: The net-free area can be as much as 50% less than the gross opening area. The manufacturer's literature should be consulted to obtain free-area information.***

***(IRC), IBC Minimum area.** The total net free ventilating area shall not be less than 1 to 150 of the area of the space ventilated except that the total area is permitted to be reduced to 1 to 300, provided at least 50 percent (and not more than 80 percent) of the required ventilating area is provided by ventilators located in the upper portion of the space to be ventilated at least 3 feet (914 mm) above eave or cornice vents with the balance of the required ventilation provided by eave or cornice vents.

Stillwater OKLAHOMA
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Department of Building & Fire Code Safety
723 S. Lewis Street Stillwater, Oklahoma 74074
Office: (405) 742-8220 Fax: (405) 742-8321 Web: stillwaterok.gov

Revised: 04.2025

Attic Spray Foam Worksheet

Address: _____

Contractor: _____

Type of spray foam proposed: (check ALL that apply and provide product spec sheets)

If product information is not known, enter "Will submit later"

	Product Name	Manufacturer
☐ Open Cell		
☐ Closed cell		
☐ Ignition barrier		
☐ Approved without additional ignition barrier		

Attic storage information

☐ Attic storage is planned
☐ No attic storage is planned
☐ Attic storage is planned but will be separated from insulated attic

R316.5.3 Attics. The thermal barrier specified in Section R316.4 is not required where all of the following apply:
1. Attic access is required by Section R807.1.
2. The space is entered only for purposes of repairs or maintenance.
3. The foam plastic insulation is protected against ignition using one of the following ignition barrier materials:
   3.1. 11/2-inch-thick (38 mm)mineral fiber insulation;
   3.2. 1/4-inch-thick (6.4 mm) wood structural panels;
   3.3. 3/8-inch (9.5 mm) particleboard;
   3.4. 1/4-inch (6.4 mm) hardboard;
   3.5. 3/8-inch (9.5 mm) gypsum board; or
   3.6. Corrosion-resistant steel having a base metal thickness of 0.016 inch (0.406 mm).

The above ignition barrier is not required where the foam plastic insulation has been tested in accordance with Section R316.6.

Stillwater OKLAHOMA
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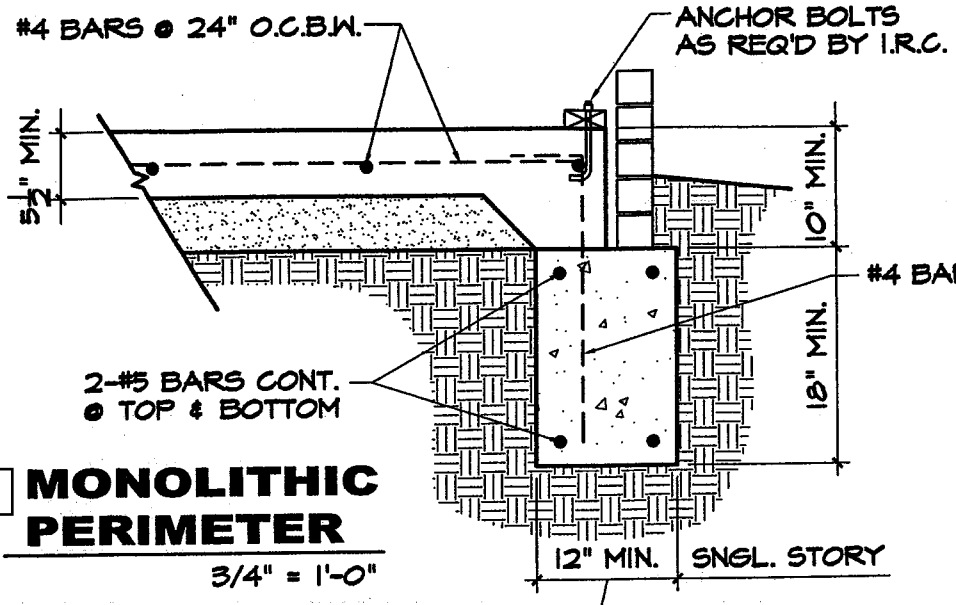
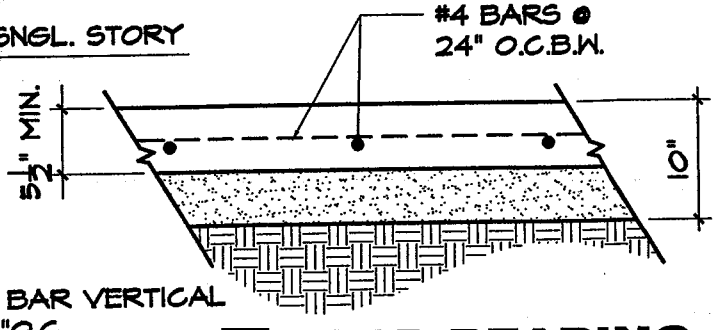
Department of Building & Fire Code Safety
723 S. Lewis Street Stillwater, Oklahoma 74074
Office: (405) 742-8220 Fax: (405) 742-8321 Web: stillwaterok.gov
Revised: 02.2025



☐ MONOLITHIC PERIMETER

3/4" = 1'-0"

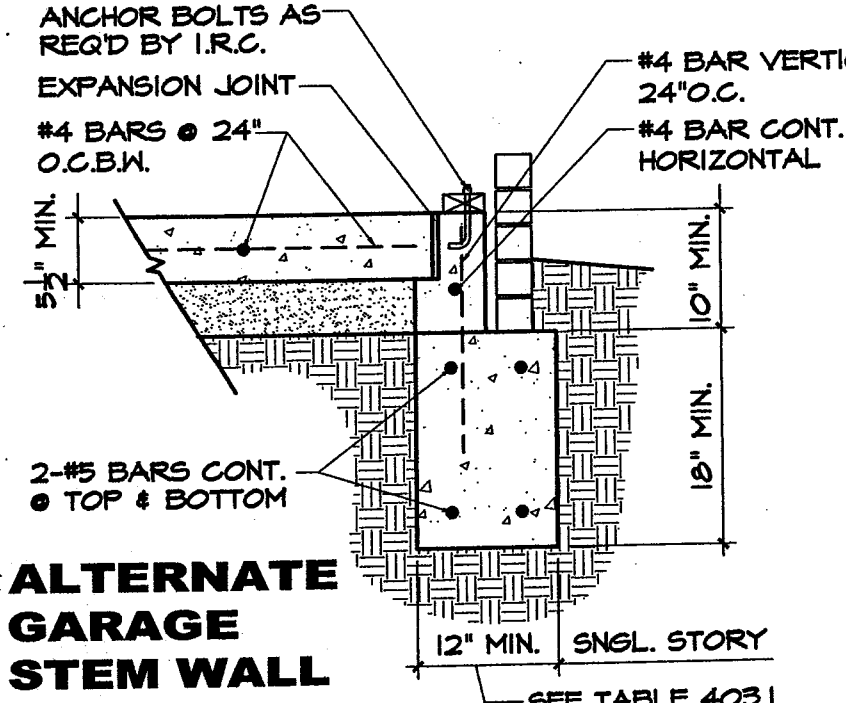
SEE TABLE 403.1 IN 2009 IRC FOR OTHER THAN SINGLE STORY.



☐ LOAD BEARING INTERIOR

FOR 2-STORY STRUCTURES ONLY

3/4" = 1'-0"



☐ ALTERNATE GARAGE STEM WALL PERIMETER

3/4" = 1'-0"

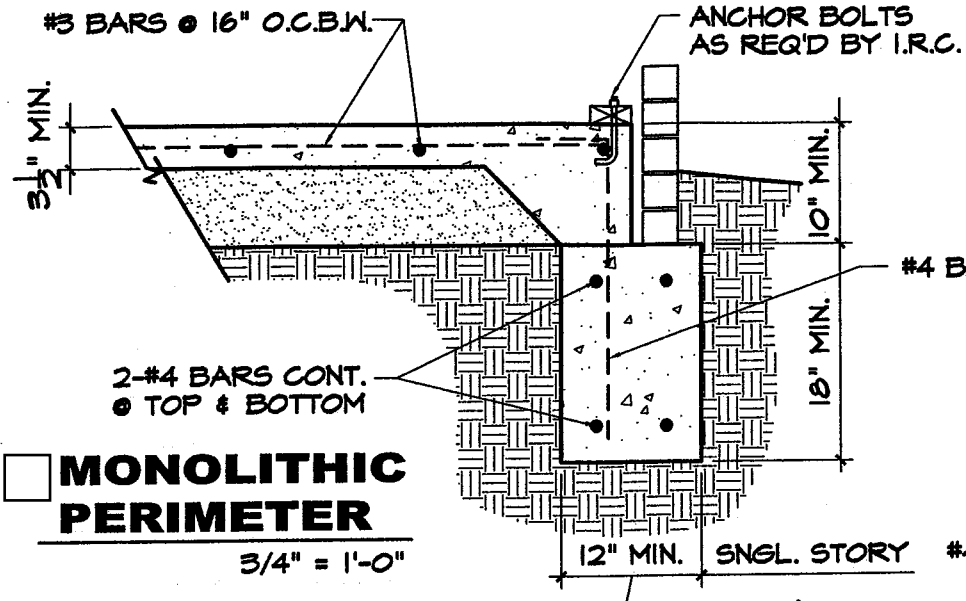
SEE TABLE 403.1 IN 2009 IRC FOR OTHER THAN SINGLE STORY.

NOTES:

1. BOTTOMS OF ALL BEAMS SHALL EXTEND TO UNDISTURBED SOIL OR COMPACTED SOIL.
2. JOINT OVERLAP OF BAR STEEL TO BE NOT LESS THAN 40 BAR DIAMETERS.
3. MINIMUM COVER ON STEEL IN SLAB SHALL BE 2 ½".
4. MINIMUM COVER ON STEEL IN FOOTING SHALL BE 3" CLEAR FROM BOT. OF FOOTING & 3" CLEAR FROM SIDE WALLS.
5. FOOTING STEEL SHALL BE TIED & SUPPORTED EVERY 5'-0" MAX.

ALTERNATE DESIGN FOR FOUNDATION & FLOOR

FOR SOIL WITH P.I. OF 30 OR MORE
REFEFENCE PAYNE COUNTY SOIL MAP AS PUBLISHED BY USDA SOIL CONSERVATION SERVICE



MONOLITHIC PERIMETER

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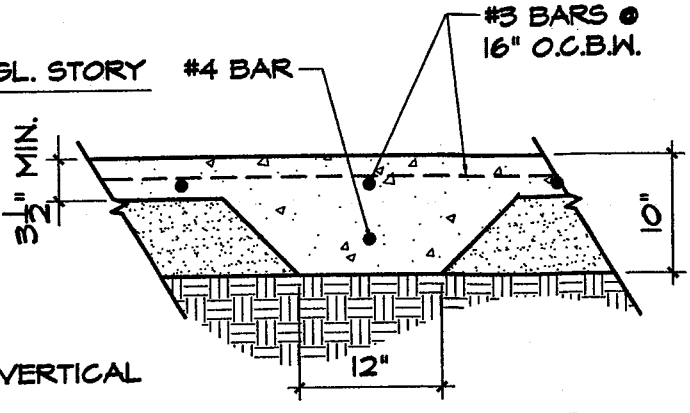
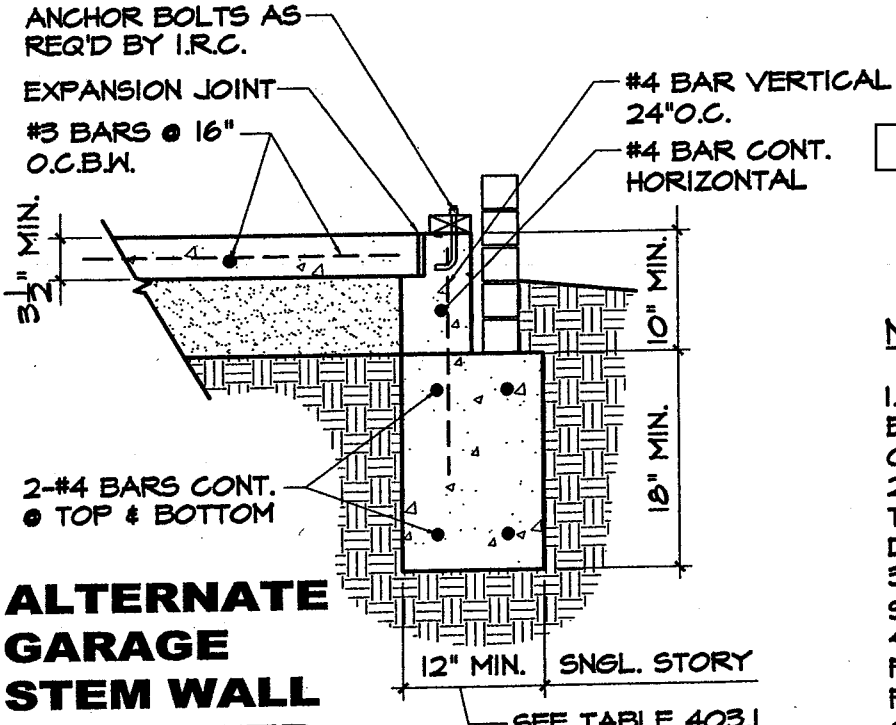


LOAD BEARING INTERIOR

FOR 2-STORY STRUCTURES ONLY 3/4" = 1'-0"



ALTERNATE GARAGE STEM WALL PERIMETER

3/4" = 1'-0"

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3. MINIMUM COVER ON STEEL IN SLAB SHALL BE 1 ½".
4. MINIMUM COVER ON STEEL IN FOOTING SHALL BE 3" CLEAR FROM BOT. OF FOOTING & 3" CLEAR FROM SIDE WALLS.
5. FOOTING STEEL SHALL BE TIED & SUPPORTED EVERY 5'-0" MAX.

ALTERNATE DESIGN FOR FOUNDATION & FLOOR

FOR SOIL WITH P.I. OF 29 OR LESS
REFEFENCE PAYNE COUNTY SOIL MAP AS PUBLISHED BY USDA SOIL CONSERVATION SERVICE

One and Two Family Construction Plot Plan Checklist

Monday, August 25, 2025 11:43 AM

- [ ] Plot Plan Requirements - <u>Drawing must be to scale</u>
  - [ ] Scale
  - [ ] North Arrow
  - [ ] Street Address assigned by City of Stillwater
  - [ ] Label streets abutting Property Boundaries
  - [ ] Show public and/or private right-of-way
  - [ ] Show all existing easements
  - [ ] Show property boundary dimensions and bearings
  - [ ] Show existing and proposed sidewalks - Sidewalk requirements are listed in Sec. 23-356 of City Code
  - [ ] Show Building area and number of levels - if not on application
  - [ ] Show proposed driveway width measured at the property line and curb return radii (must meet Sec. 37-129 of the City Code)
  - [ ] Show dimensioned building outline and include all proposed patios, drives, retaining walls, covered porches, fireplaces and walkways, and all other impervious area
  - [ ] Show desired water meter location
  - [ ] Show proposed electric meter location
  - [ ] Show proposed location of external A/C unit(s) - A/C units are not allowed in easements.
  - [ ] Show and label all required setback lines and dimensions from the building veneer exterior to the property line
  - [ ] Show lot coverage area as a percentage of the lot area
  - [ ] If project is in an infill area not part of a previously approved drainage study and plan, a drainage study may be required. See impervious area percentages in Curve Number chart in City Standards
  - Yes ◯ No ◯ Is the project within the Form Based Code area, a Planned Unit or Westwood Overlay District? If so, other requirements (i.e. facade materials) may apply.
  - [ ] Confirm that proposed driveway will meet slope requirements. Driveways must be less than 15% slope. The driveway apron must slope up from the street to at least the curb height.
  - [ ] Confirm typical FHA-HUD lot grading or provide other drainage plan
  - [ ] Show any floodplain that encroaches onto the lot and show the base flood elevation.

Form Date: 10.2025

Building & Fire Code Services
723 S. Lewis Str. P. O. Box 1449
Stillwater, OK 74076-1449

Office: 405-742-8220 Fax: 405-742-8321
Web: stillwaterok.gov

The following inspections are required by the City of Stillwater for one-and-two family dwellings and their accessory structures.

- Temporary electric – Required when temporary electrical meter set-up is complete.
- Footing/foundation – Required after all reinforcement is installed and before concrete is placed. If spread footings with stem walls are used, both the footing and the stem walls are required to be inspected. Reinforcement for slab tie-downs to foundation walls or footings can be wet-set. Property lines must be identified at the time of inspection to verify setbacks.
- Concrete-encased grounding electrode – Must be installed at the footing inspection.
- Piers – Piers and/or post holes for deck posts, porch cover or patio cover posts and pole-frame construction structures are required to be inspected before placement of concrete or dirt backfill and after any required reinforcement are in place.
- Plumbing rough-in – Required after all under-slab water and waste-water piping is installed and under test and before covering with sand or concrete.
- Electric ground run – Required for under floor raceways after raceways and floor boxes are installed and before covering with sand or concrete.
- In-floor storm shelter – After the shelter has been set in place and before the concrete is poured around it. This inspection can be done at the same time as the slab inspection if the shelter will be poured monolithically with the floor slab.
- Slab – Required after all required reinforcement, including post-tension cables, is installed and before covering with concrete and 6ml moisture barrier
- Building sewer – Required after the sewer pipe is properly bedded and connected to the public sewer and before the sewer pipe is covered.
- Water Service - Required after the service line is installed and under test and before it is covered.
- Plumbing top-out – Required after all water, waste-water and gas piping are installed and under test and before cover, including insulation. Residential Lot and Elevation Plan (RLEP) must be submitted and approved before this inspection can be made.

- Electric rough-in – Required after all wiring and boxes are installed and before cover, including insulation. All connections must be made up in the boxes but the devices should not be installed.

- Electric service – Required when the permanent meter enclosure, service conductors, main disconnect and grounding electrode conductor are in place.

- Mechanical rough-in – Required after heating equipment is set and vented (if required) and all duct work is installed and insulated and before cover, including building insulation. If duct work is installed in the attic, duct work must be inspected before the ceilings are installed.

- Wall bracing, exterior – Required after the required wall bracing is in place and before the bracing has been covered by siding or brick. This inspection may be requested at any time the wall bracing is complete, including before the framing inspection. Covering the bracing with house wrap prior to inspection may necessitate that some of the wrap be removed.

- Framing – Required after the framing is complete and before any cover, including insulation. The framing inspection should be the last inspection requested before installation of insulation or drywall. Windows and doors should be installed. Anchorage of any required interior braced walls to the floor should be complete as well as any bracing intended to be covered by drywall.

- Wall bracing, interior gyp board – Required when interior braced walls are braced with gypsum board. Inspection must be made before fasteners are mudded.

- Fire-rated assemblies – Required for party-wall and floor/ceiling separations in duplex construction. Inspection must be made before fasteners and joints are mudded.

- Roofing – Not required

- Insulation – Not required

- Final grading – Required when the final grading and landscaping is complete. May be requested in conjunction with the final building inspection or requested separately.

- Final Building, Plumbing, Mechanical and Electrical – Required after the electrical, plumbing and mechanical systems are trimmed out and functional and all required finishes, both interior and exterior are complete. Interior paint and decorative trims are not required. Driveways, sidewalks and exterior stairs and handrails must be complete. A final inspection is required before any type of occupancy is allowed, including the storage of household goods. Partial final inspections may be requested for various parts of the house, and Temporary Certificates of Occupancy may be granted for specific levels of occupancy for varying amounts of time.