

City of Martinsville Building & Planning
In Compliance with International Residential Code 2003
with Indiana Amendments 2005

It is the responsibility of the Owner/Contractor to call the Building & Planning Office at (765) 349-4923 to schedule inspections. Our office requires at least two (2) working days notice prior to needed inspections. **There will be a \$50.00 charge for cancelled inspections if not called in before 9 A.M. the day of the inspection.**

POLE BARN:

FIRST INSPECTION:

Holes dug inspection is **prior to setting post**, 6" concrete pads in bottom of holes 8' on center, minimum is 48" deep, minimum 4"X6" poles maximum of 8' apart and have up lift blocks attached to poles, below the frost line, with **no dry concrete** in hole.

SECOND INSPECTION:

Rough In (If needed).

THIRD & FINAL INSPECTION:

Once power is turned on and the structure is complete.

HOUSES – GARAGES – ADDITIONS:

FOOTER/TRENCH INSPECTIONS:

1. Erosion control measures and construction drive in place/concrete wash out area containment on site.
2. Footer dug
3. Grade set
4. Forms set (if necessary)
5. Post hole inspections (post frame construction)
6. All above work completed, before concrete is poured
7. Basement footers and under slab footers

FOUNDATION INSPECTION:

A. Slab Foundation:

1. All footings and foundations are in place
2. All plumbing is roughed in
3. All under slab electrical is in place
4. Before sewer/water lines under slab are back filled
5. Before back fill and fill for slab
6. Before slab is poured over vapor barrier
7. Anchor bolts are in place
8. After construction drive is in place

B. Foundation with crawl space:

1. After all foreign material is removed
2. After sump well is installed
3. After access hole is installed
4. After all block is laid
5. Anchor bolts or straps are installed
6. Before framing is started
7. Before back fill

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C. Basement: Three (3) inspections required:

1st inspection

- After all block is laid
- Form set, steel in place before concrete is poured

2nd inspection

- Before sewer/water/electric lines under slab are back filled
- After sump pit is installed (unless gravity drained)
- Drain lines are in place
- Granular fill in place except over sewer/water/electrical lines
- NOTE: concrete shall be poured over 6 mill vapor barriers

3rd inspection

- After basement walls are waterproofed
- Insulation, if required
- Anchor bolts in place

D. Monolithic Footing

1. After all forms are set
2. After reinforcing wire is installed
3. Plumbing in, if required
4. Before footing and slab is poured

ROUGH-IN INSPECTIONS: RESIDENTIAL, ACCESSORY, POLE BARN AND UTILITY BUILDINGS:

1. Permit posted in front window or at the front of the property
2. All carpentry framing roughed in
3. All mechanical roughed in, which include, plumbing (including basement, crawl space and attic) fireplaces, flues, heating and air conditioning (HVAC), exhaust systems including gas lines
4. All electrical with receptacle and switch boxes made up, meter base must be set and ready for power
5. All fire stopping in place
6. All exterior windows and doors in place
7. All roofing complete
8. Trash containment must be on job site
9. NO INSULATION UNTIL AFTER ROUGH-IN INSPECTION

AIR BARRIER AND INSULATION INSPECTION

1. Exterior thermal envelope insulation for framed walls is installed in substantial contact and continuous alignment with building envelope air barrier.
2. Breaks or joint in the air barrier are filled or repaired.
3. Air-permeable insulation is not used as a sealing material.
4. Air-permeable insulation is inside of an air barrier.

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FINAL INSPECTIONS: RESIDENTIAL, ACCESSORY, POLE BARN AND UTILITY BUILDINGS:

1. Dwelling complete and ready for occupancy
2. Porches, sidewalks and drive completed
3. Driveway culvert must be in place and approved by the correct department (State Highway Department or County Highway Department)
4. Final inspection done on septic system by the County Board of Health -copy kept on site for our records.
5. Final grading and seeding, gutters and down spouts completed on residential

ELECTRICAL UPGRADE INSPECTION:

1. All electrical upgrade inspections will need to be scheduled with the Building & Planning Office. After a successful inspection by the Inspector, a tag will be affixed to the meter base..

MODULAR OR MANUFACTURED HOMES:

1. As set out in the Footer/Trench inspection
2. As set out in the Foundation inspection
3. Rough-in inspection when home is set on foundation and electrical is set and ready for hook-up
4. As set out in the Final inspection

IN-GROUND SWIMMING POOLS:

1. Permit posted in front window or on the front part of property
2. Hole inspection
3. Rough-in inspection before back fill, after all underground plumbing, electrical and bonding is in place
4. Final inspection after pool is completed and operational, grading and seeding is completed and all safety equipment is in place
5. Pool must not be used until a final inspection has been done

ADDITIONAL INSPECTIONS: Additional inspections may be required to insure full compliance with International Residential Code 2003 with Indiana Amendments 2005.

1. **RE-INSPECTIONS:** Re-inspection work found to be incomplete or not ready for inspection may be subject to a **\$50.00** re-inspection fee.
2. **C OF O:** Upon completion and approval of Final Inspection a "Certificate Of Occupancy" may be issued within 5 working days

Failure to comply with any of the above inspections may result in one or more of the following:

- 1.) Conditional "Certificate of Occupancy" issued.
- 2.) Licensed Engineer letter certifying compliance of missed inspection.
- 3.) No "Certificate of Occupancy" issued.

A COPY OF THIS SCHEDULE WILL BE IN YOUR HANDOUT

Signature _____ Date _____
Owner/Contractor