

Inspections

Inspections are necessary to ensure that your project is constructed in conformance to the approved plans and specifications, building codes, zoning regulations, and other applicable Federal, State, and City requirements. In addition, the building inspector confirms the proper use of materials and construction methods, and manufacturer installation instructions are followed.

To schedule an inspection, all you have to do is call the inspection line the day before or up to 6:00 AM of the day you need the inspection (925) 960-4430. In addition, you can schedule an inspection anytime you are visiting the Permit Center. Inspections can be scheduled up to one-week in advance if necessary. Inspections occur throughout each workday in two time segments; AM and PM. An evening time segment is available Monday through Thursday. The AM time segment is from 8:00 AM to 11:30 AM; the PM time segment is from 12:30 PM to 4:00 PM; and the Evening time segment is from 4:00 PM to 7:00 PM. A few things to remember when scheduling an inspection over the phone are:

- Provide the address of the project
- Provide the permit number
- Provide your name and phone number
- Provide the type of inspection you are requesting
- Provide the inspection time segment you would like

Note: All inspections are scheduled as requested. You will be notified only if a scheduling change needs to occur. You may call between 7:00 AM and 8:00 AM for a more specific time the inspector can be expected to arrive.

When an inspector arrives at the jobsite, there are a few housekeeping items s/he must attend to before the inspection takes place. To aid the inspector in the inspection process, it is helpful to keep in mind the following points:

- Please have the address of the project clearly visible from the street
- The job foreman or superintendent needs to brief the inspector on the requested inspection
- The approved plans and specifications, permit envelope, and permit need to be on the jobsite and available
- For inspections requiring a ladder, provide a ladder that meets OSHA requirements (the ladder should extend a minimum of 36" above the edge of the surface to be accessed)
- Inspections of occupied building interiors require the presence of an adult (18 years or older)

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- If an adult cannot be present for an inspection of the exterior of an occupied building, a note must be left on the front door or gate of any fenced area giving permission for the inspector to enter the area.

Note: *The inspector will not enter a yard where dogs are loose.*

When an inspection is approved, you are then authorized to move to the next phase of construction. For example, once the project is marked out, all forms, reinforcing steel, foundation bolts and hold-downs, and utilities are set in place, you can request a “Foundation” inspection. A “Passed” inspection is the approval of the completed work and you are now ready to pour the concrete for the foundation and then move to the next phase of construction. This information will be signed-off by the inspector on the permit envelope.

A “Failed” inspection simply means that a “Corrective Action” is required and the inspection will need to be repeated once corrective measures have been completed.

Even the best planned and efficiently run project can run into problems during construction. Inspections could be missed, the project could sit idle, or the original project may change after the plans have been approved. To avoid complications, please keep in mind the following:

- It is the responsibility of the person obtaining the permit to ensure that all inspections are made and all portions of the inspection envelope, relating to work being accomplished, have been signed
- Inspectors are not authorized to pass an inspections where the work has been covered
- Inspectors are not authorized to pass an inspection based on photographs
- Your permit is valid for 180 days, following issuance, without any activity occurring. The permit will remain valid for 180 days following each passed inspection. If you reach 180 days without any activity or passed inspection, a one-time extension of 180 days can be obtained
- All permits expire if there is no activity and no inspections have been passed within 180 days following issuance or permit extension
- The building inspector may require any changes to the plans to be submitted to the Permit Center for review and approval

While every project is required to have specific inspections for various phases of work, some projects may need additional inspections or multiple inspections for the same phase. Still, some projects may be simple enough to combine

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inspections. Only the builder and the inspector will know for sure the exact inspections needed for your project. If you have any questions about the timing or sequence of inspections, please consult your builder and the inspector.

Special Inspections

Special inspections are designated in the Building Code for certain structural or engineered components and installations that require visual inspection, structural observation, or follow-up testing. Furthermore, your architect or engineer may specify additional features that will require special inspection. The special inspection is performed by a licensed design professional or certified third party inspection firm. The firm or person providing the service is known as the “Special Inspector.” Note that items requiring a Special Inspection must also be approved by the City of Livermore inspector.

The special inspector is required to visually inspect the designated feature during installation or manufacturing and file a report of observation and findings to the Permit Center. Upon completion of the project, the special inspector files a “Final Report” of all items requiring special inspection.

The special inspector is hired by the owner of the project since a business relationship with the design professional or contractor is considered a conflict of interest.

Checklist

The following checklist is provided as a guide of items required to be inspected prior to covering the accomplished work:

Foundation

- ✓ Property lines and setbacks marked using stakes and string
- ✓ Foundation and pier footing depth, alignment and steel placement
- ✓ Other excavations and underground work (if required)
- ✓ Footing for fireplace (if required)
- ✓ Foundation anchor bolts secured in place, placement, size, and spacing
- ✓ Hold-down anchors and straps secured in place
- ✓ Ufer ground rod

Mudsill

- ✓ Approved pressure treated fir or foundation redwood
- ✓ Holes and cut edges, sealed with preservative

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- ✓ Mudsill anchored by foundation bolts with proper washers and nuts

Underfloor

- ✓ Girders, floor joists and piers (connections, sizes, and spacing)
- ✓ Foundation vents and crawlspace access
- ✓ Underfloor plumbing and heating/air conditioning ducts
- ✓ Debris removed from underfloor
- ✓ Hold-down anchors, bolts, and straps extending through floor

Insulation

- ✓ Proper R-value
- ✓ Quality installation (properly secured, no voids or compressions, face flush with top/bottom of joist edge)
- ✓ Vapor barrier; if included, facing conditioned space

Roof Sheathing and Exterior Shearwall

- ✓ Proper nail spacing, size and penetration
- ✓ Proper plywood thickness
- ✓ Exposure I plywood with exterior glue at non-weathered surfaces and under eaves
- ✓ Plywood clips (if used)

Rough

- ✓ **Frame:** Studs, ceiling joists, rafters, exterior lath or siding, subfloor, windows, roofing, attic and floor access, foundation and attic vents, fire blocking, and fireplace
- ✓ **Electrical:** Wiring, boxes, service panel and subpanels
- ✓ **Plumbing:** Gas and water piping, drain-waste-vent piping, tub/shower, shower, toilet locations, and fire sprinkler system
- ✓ **Heating/Air Conditioning:** Ducts, vents and combustion air ducts

Interior Plywood Shearwall

- ✓ Proper nail spacing, size and penetration
- ✓ Proper plywood thickness

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- ✓ Grade marks on plywood.

Insulation

- ✓ **Wall insulation:** R-Value as noted on plans. Quality installation (properly secured, no voids or compressions, face is flush with stud edges)
- ✓ **Ceiling Insulation:** R-Value as noted on plans (unless insulation is to be blown in or loose fill to be placed later, in which case, the inspection will be accomplished at time of final inspection). Quality installation (properly secured, no voids or compressions, face is flush with bottom of joist edge)
- ✓ Infiltration control
- ✓ Vapor barrier; if included, facing conditioned space
- ✓ Proper clearance around heat producing appliances and fixtures
- ✓ Radiant barrier

Sheetrock and Gas Pipe Test

- ✓ Proper nailing of sheetrock
- ✓ Proper type and installation of sheetrock for application
- ✓ Air test on gas pipe (3 psi for 10 minutes).

Final

- ✓ **Lot Grading:** Final grading (to ensure lot drainage)
- ✓ **Electrical:** Receptacles, panels and switches for proper size, type, installation, covers and labeling, exterior walls with electrical boxes properly gasketed
- ✓ **Plumbing/Heating/Air Conditioning:** All fixtures and appliances properly installed and in operative condition
- ✓ **Insulation:** Blown in or loose fill ceiling insulation, insulation certificate posted
- ✓ **Door and Window Locks:** Comply with Security Ordinance
- ✓ **Fire Sprinklers and Alarm Operational:** Smoke detectors where fire sprinkler system is not required
- ✓ **Green Building Ordinance:** Featured points documented
- ✓ **Special Inspection:** Final Report furnished

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Engineering/Public Works Inspections

Engineering or public works inspections are performed in conjunction with encroachment permits. An encroachment permit is issued for all projects that are permitted in the City right of way including the installation and/or repair of curb, gutter, and sidewalks; construction and/or repair of streets and utility infrastructure. If your project includes any work in the public way, then you will need to obtain the requisite inspections under the encroachment permit.

To schedule an encroachment permit inspection, please call (925) 960-4500 at least 24 hours before starting work. When calling, please have the permit number, address, date work will be ready for inspection, either AM or PM time, and type of inspection requested. Additional inspections may be required during the project and will be explained by the Public Works inspector. Inspections also need to be scheduled within 3 days of the completion of work.