



## TOWN OF WOODBRIDGE BUILDING DEPARTMENT

### INSPECTION REQUIREMENTS AND GUIDELINES

The following information is offered to familiarize you with this Building Department's Policy regarding inspections for construction. It is meant to provide an overview and not a detailed listing. Special circumstances will require a special inspection. If you are in any doubt, please ask the Building Official. **DO NOT ASSUME!**

**Inspections** are made Monday through Friday (except Holidays) by appointment only. Call (203)389-3419 between the hours of 8:30 A.M. and 4:30 P.M. Twenty-four (24) hours notice would be greatly appreciated; attempts to accommodate your schedule will be made when possible if the policy is not abused. If you find you will not be ready for a scheduled inspection or you have been called away, please call to cancel. No inspections will be made without the contractor on site.

**ANTI-TRACKING PAD INSTALLED AND MAINTAINED THROUGHOUT CONSTRUCTION ACTIVITIES**

**SOIL EROSION AND SEDIMENT CONTROL INSTALLED AND MAINTAINED THROUGHOUT CONSTRUCTION ACTIVITIES**

**SANITARY FACILITY TO BE PLACED ON SITE PRIOR TO CONSTRUCTION**

**FOOTING INSPECTION** Required after forms are set and prior to the placing of concrete. Do not place stone under the footing without the prior approval of the Building Official. If you encounter poor soil conditions, expect to widen the footings and provide re-bar as a minimum.

**FOUNDATION & BACKFILLING INSPECTION** Remove and plug all snap ties holes, waterproof with membrane, install stone, pipe, and filter fabric for footing drains. Make sure all wood is removed from the excavation.

**ROUGH INSPECTIONS** It is the preference of this department to perform all rough inspections along with the framing inspection. Exceptions will be made to accommodate special conditions if required.

**FRAMING** Common omissions are: lack of fire-stopping at tub platforms, soffits and dropped ceilings (including gable walls); lack of joist hangers (required at all flush framing); insufficient headroom at stairwells; lack of bolts at deck ledgers; improper clearance at fireplaces and chimneys (see below); untreated wood blocks under cellar beams; lack of 1+air space around beams in pockets.

**ELECTRIC** All wires are to terminate in the device boxes and connections are to be made up. Make sure there is an outlet at all walls 2qor wider and within 6q of every point along a wall or open rail within a room.

**PLUMBING** All supply lines are to be pressure tested. All DWV piping is to be filled with water to the roof of the structure (testing requirements also apply to additions and renovations). Make sure all nail plates are in and any top or bottom plates that are notched are strapped. Donq forget to support all horizontal plastic at least 4qon center and donq forget the mid-story guides. All oversized for PVC and do not flue unlike plastic pipe or fittings together. Be careful to follow cutting and notching guidelines (available in the office)

**HVAC** All piping and/or ductwork must be in. See Plumbing above regarding nail plates, strapping and fire-stopping. Install a wood block over all low wall ducts and under any ducts coming down the wall from above. Fire-stop all duct chases at all floor and ceiling. All duct connections must be airtight. All attic ductwork must be insulated. Maximum allowable length of flexible duct is 14q

**SMOKE ALARMS** Be sure there is a smoke detector on each level, in the immediate vicinity of each sleeping area and in each bedroom. Heat detectors in the attic and garage are optional. Do not install smoke detectors in the garage or kitchen.

**INSULATION INSPECTION** A building is not to be insulated until the exterior is watertight. Tyvek type house wraps are not watertight.

### **FIREPLACE AND CHIMNEY INSPECTIONS**

**HEARTH** Removable hearth form and steel must be in place, prior to pouring hearth.

**SMOKE CHAMBER** Smoke chamber parged smooth; damper and first flue tile in place. Make sure you maintain minimum 2+clearance at interior fireplaces and chimneys and 1+clearance at exterior chimneys and fireplaces.

**PREFAB UNITS** Install in strict accordance with manufacturers instructions which must be on the job.

### **MISCELLANEOUS INSPECTIONS**

**ELECTRIC SERVICE** Install two ground rods a minimum of 6' apart. Make sure all openings in panel board are covered. Make sure you have 3' clearance to windows or doors in the case of overhead service drops. Temporary services must be sturdy and waterproof.

**ELECTRIC AND WELL TRENCHES** Must be inspected prior to backfill. Make sure you have proper depths and the bedding for wires, pipes and conduit is smooth, level and free of rocks. Make sure well pump ground wire is bonded to the well casing.

### **FINAL INSPECTIONS**

Again, all final inspections are to be scheduled simultaneously. Do not call for a final inspection if you are not ready for occupancy. Common omissions are: missing light fixtures not made safe; missing plumbing fixtures with DWV piping not capped; lack of caulking around WC at floor; railings missing or not returned into a newel post or the wall; lack of guard rail at cellar stair; hearth form not removed; insulation vapor barrier not covered in attics and/or cellars; boiler and water heater relief valves not piped to within 6' of floor; lack of labeled door with closer at garage/house entry; covered smoke detector.

Please note that this notice is only to alert you to procedures and common mistakes. As always, the provisions of all applicable codes apply. If it's in the code, expect to do it. If you're not familiar with the code, feel free to come in and read it. Your cooperation in these procedures will make the process smoother and everyone's life easier.