



Inspection Guideline

Disclaimer: This guide may not be all inclusive, additional regulations may apply)

Inspection Requirements

*The following are required general inspections pertaining to a permit issued construction job **where and when applicable (not all may apply):**

- Footing
- Foundation Wall
- Spot Survey (submit for administrative approval prior to framing)
- Drain Tile/Damp-proofing (pre-backfill)
- Underground Plumbing
- Concrete and/or asphalt (pre-pour and final): garage floor, basement floor, stoop, sidewalk, crawlspace, driveway, patio
- Electric service (panel & meter)
- Electric – rough
- Plumbing – rough
- Fire Sprinkler – rough
- Building (structural) – rough
- Mechanical (HVAC) – rough; including fire-stopping – (no foam allowed)
- Insulation

*Ductwork inspection: If any part of the HVAC system is outside the envelope including ductwork, a pressure test (air-leakage rate less than 4cfm per 100sf) shall be performed by an approved third party agency and their approved inspection reports shall be available for the inspector upon the insulation inspection.

*Insulation certificates shall be posted in the attic and at the electric service panel. Their approval inspection reports shall be available for the inspector upon the final inspection

- Final Electric
- Final Plumbing
- Final Elevator
- Final Health
- Final Fire Department
- Final Building (structural)
- Final Mechanical (HVAC)
- Final Accessibility

-Final Engineering (also provide an as-built survey)

-Final Energy Inspection: Only new homes shall have a whole house pressure test (resulting in <3 air changes per hour) performed by an approved third party agency. Their approved inspection reports shall be available for the City inspector upon the final inspection.

Note:

*To schedule inspections, call (847) 398-6070 x 211 at least two business days in advance of the requested inspection date

*Electrical inspections will be scheduled between 8 a.m. and 12 p.m. on the requested date

*The property owner or representative must provide safe access for inspectors

*Additional inspections for code violations, failed inspections, complaints, etc. shall require a \$50.00 inspection fee. All fees must be paid at City Hall prior to receiving any additional inspections. Inspectors cannot accept any payment.

Inspections

*Inspections are scheduled for A.M. or P.M. Monday through Friday with 48 hours advance notice. Call 847-398-6070 x 211 before 5:00 P.M. the day before you want your inspection. Same day re-inspections are not available.

*In general everything should be inspected by the City Inspector prior to concealing it

Department of Building & Zoning

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<http://www.prospect-heights.il.us/>

I have read and reviewed these requirements.

Signature of Applicant

Date