



## FINAL INSPECTION AND/OR CERTIFICATE OF OCCUPANCY CHECKLIST

Before a Certificate of Occupancy can be issued, several items must be completed. Below is a standard checklist. Not every project will have every item. If an item is not applicable to your project, ie: no plumbing in a garage for example, then that item does not apply. The Building Department does need access into the structure to perform these inspections. If we are unable to perform a proper inspection, the inspection will need to be rescheduled and your Certificate of Occupancy will be delayed.

Road Department has signed off. They can be reached at 509-773-4616 or 800-583-8074. (The road approach from a county road into your property needs inspected and approved by Public Works)

Public Health has signed off. They can be reached at 509-773-4565 or 888-291-3521 for the East side of the County, or 509-493-1558 or 888-267-1199 for the West side of the County. (Approved potable water & sanitation, as-builts, etc.)

Planning Department has signed off. They can be reached at 509-773-5703 or 800-765-7239. (Any planning department conditions)

Labor and Industries has signed off on electrical. They can be reached at 360-896-2300. (Electrical permits/inspections)

### Building Permit Items

#### Fire and Life Safety:

- Smoke Detectors/Carbon Monoxide Alarms. Reference Figure 12.
- Graspable Handrails/Guardrails. Reference Figures 8A, 9, and 10.
- Egress Windows. Maximum 44" sill height, fall protection, no special hardware. Reference Figure 5.
- Stairs/Landings. Minimum 6'-8" head clearance. Reference Figures 7 and 8.
- Separation between house & attached garage.  Drywall  Approved fire door w/ self-closing device. Reference Figure 4.
- Heat detector in garage. Reference Figure 12.

#### Exterior:

- Minimum 3'x3' landings at doors. (Landings larger than 6'x6' are considered decks and shall go through plan review prior to building)
- Exterior is finished with approved siding material and sealed against the weather.
- All roofing and flashing is in place.
- Roof ventilation is provided.

#### Interior:

- Kitchen has a sink and exhaust hood vented to the outside. (Cabinets and counters do not need to be finished).
- Bathroom is in working order. Tile work in shower is complete. Exhaust fans are installed and vented to the outside.
- Utility room has exhaust fan installed and vented to the outside. Appliance hook-ups are installed.
- Any required fire separation is installed.

#### Other Items:

- Water Heater pressure relief goes to exterior of the structure and points down to grade by gravity. Do not screen or cap off.
- Blower door test has been performed.  Duct test has been performed.
- Compliance Certificate is filled out and placed on site.  Insulation Certificate is filled out and placed on site.
- All required inspections have been performed and signed as complete.
- Labor & Industries has inspected the electrical and approved as final.
- Woodstove or other appliance has been installed per the manufacturer's installation instructions. (The installation instructions shall be on-site at the time of inspection. We will not perform the inspection without these.) If omitted, the applicant shall notify the building department in writing.

**PLEASE NOTE: Any engineered structures with modifications and/or additions to the engineered plans require additional stamped and signed engineering. The Building Department cannot approve changes on engineered plans.**

**Make sure we have access to the project. If there is a key, lock box, gate code, etc., we need to know how to access the property if no one is there to meet us. We cannot go into occupied structures without an adult present.**



# FINAL INSPECTION AND/OR CERTIFICATE OF OCCUPANCY CHECKLIST CONTINUED

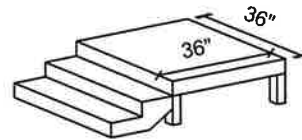
### Placement Permit Items-See Illustrations Below

- There are minimum 3'x3' landing at each exterior door. There is a minimum 36" high guardrail if the landing is more than 30" above grade.
- There are stairs (maximum rise  $7 \frac{3}{4}$ ", minimum run 10") from the landing to the ground, with 34"-38" high handrails if 4 or more risers.
- The installer tags have been affixed to the home, and each applicable box has been completed by the installer.
- The hot water pressure relief goes to the exterior and points downward without being screened or capped off.
- The water lines, waste lines, and gas lines have been verified with the installer and a signed copy of the Testing System Affidavit has been provided to the Building Department.
- The skirting is in place with crawl space ventilation.
- The crawl space has either 6 mil. vapor barrier or a rat slab installed.
- Labor and Industries has approved any add-on items and the electrical supply to the home.
- If the home is placed on fill material, an engineer's certificate is in the file.
- Smoke detectors/carbon monoxide alarms are in working order.

**PLEASE NOTE:** Additional items such as decks, garages, carports, mudroom and the like, require separate permitting. An application and plans are required, along with a separate plan review and permit fee. These items are not included as part of your installation permit.

### Plumbing/Mechanical Permit Items

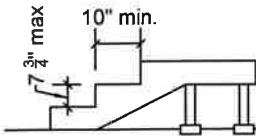
- New piping has been inspected and tested with water or air prior to being concealed.
- New fixtures are installed.
- Gas piping has pressure tested. A yellow tracer wire has been installed. There are no connections/joints in concealed locations.
- The propane tank has been properly installed.
- The appliance has been installed per the manufacturer's installation instructions. (The installation instructions shall be on-site at the time of the inspection. We will not perform the inspection without these).
- Combustion air has been provided from the outdoors (not from a crawl space or attic).
- Exhaust fans are installed and vented to the exterior.



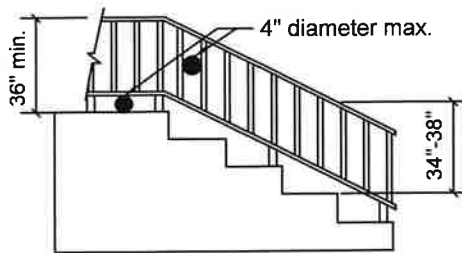
**\*\* Landings larger than 36 square feet require a deck permit.**

### Illustrations

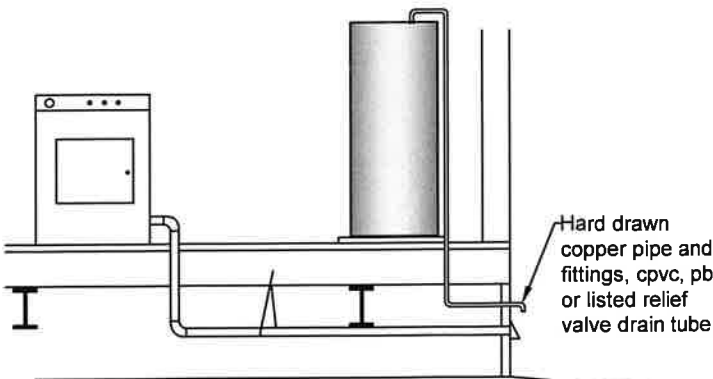
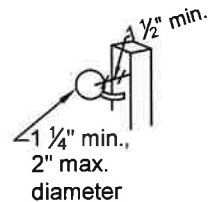
A minimum 36" x 36" landing at all doors. The landing shall be as wide as the opening it serves. Sliding/double doors may require larger than 36"x36".



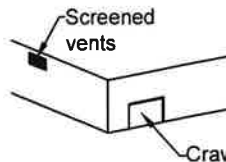
Structurally sound stairs a minimum of 36" wide. Maximum rise is  $7 \frac{3}{4}$ ", minimum run is 10". Stairs shall not be structurally attached to the manufactured home.



Proper handrails installed where there are 4 or more risers counting the landing at the top as a riser. If the landing is more than 30" above grade, a minimum 36" high guardrail is required. Intermediates shall be placed so that a 4" diameter sphere will not pass through.



The grade around the home shall slope away 6" in the first 10' away from the home. The dryer vent shall be minimum 6" above finish grade. The water heater relief valve shall drain to the exterior by gravity, and be no more than 2' nor less than 6" above the ground and point downward.



Skirting shall be installed with proper ventilation of not less than 1 square foot of ventilation area for each 150 square feet of crawl space area. Vent flaps shall be removed. A minimum 18" x 24" crawl space access shall be provided.