

INSPECTION CHECKLIST

BUILDER’S COPY

TOWNSHIP COPY

PERMIT NUMBER MUST BE GIVEN WHEN REQUESTING INSPECTIONS

Permit #: _____ Block _____ Lot _____ Owner _____

Address: _____

Required inspections for each subcode of this permit are indicated by either an (X) or hand written by the appropriate plan reviewer. **Rough Electric, Plumbing, Mechanical, and Fire must be Approved before scheduling Frame inspection.**

The owner or other responsible person in charge of work must notify this agency **when work is ready** for any of the required inspections specified below. Requests for inspections must be made at least 24 hours prior to the date the inspection is desired. Inspections will be performed within three business days of the date requested. The work must not proceed in a manner which will preclude the inspection from being completed and approval given. Only an adult (18 yrs. or older) may grant access to an occupied building. Appropriate ladders must be set up on site if attics, basements, and/or crawlspaces do not have stairways.

All inspection requests must be called into the Building Department, (908) 369-4313, ext. 165 or 166 and scheduled with a Technical Assistant before any inspection can be performed. Each property to be inspected will be properly identified by placing the Construction Permit Notice in area visible from the approach to the property. **The “BUILDER’S COPY” of plans released by the Building Department must be kept on the job site for the inspectors’ use.** Any violations of the released plans and/or permit will be noted by the inspector and the holder of the permit notified. No inspection requests, permit updates, or plan revisions, will be accepted by inspectors in the field.

Before an application for Certificate of Occupancy can be made, all required final inspections shall be conducted and approved and all outside approvals received in writing.

BUILDING SUBCODE INSPECTION

- () Bottom of footings prior to placement of concrete and/or **compacted** gravel.
- () Reinforcement in footings, walls, bond beams, piers, etc., prior to placement of concrete.
- () Foundations and all walls prior to backfilling. New buildings must have **APPROVED** foundation compliance from engineering **before** this inspection is scheduled.
- () Floor slabs, including required Radon mitigation and sub-slab insulation, prior to placement of concrete.
- () All exterior roof and wall sheathing.
- () Frame inspection which includes all structural walls, floors, roofs, fireblocking, firestopping, and truss bracing prior to covering with finish or infill materials. This inspection shall also include all required fastening devices including but not limited to joist hangers, hurricane clips, let-in bracing, nail and screw fastening schedules. **THIS INSPECTION SHALL BE CALLED FOR ONLY AFTER ROUGH PLUMBING, MECHANICAL, ELECTRICAL AND FIRE INSPECTION APPROVALS HAVE BEEN OBTAINED.** Structure must also be weather-tight.
- () Insulation inspection prior to installation of finish materials (ceilings, walls, and floors)
- () Drywall inspection before spackling and taping on Fire-Rated Assemblies Only (each layer).
- () Above ceiling inspection prior to the installation of ceiling tiles.
- () Final inspection which includes equipment, final connections and all finish materials.
- () Other required inspections:

ELECTRIC SUBCODE INSPECTIONS

- () Rough electric under concrete slab prior to backfill and placement of concrete.
- () Rough electric which includes outlet spacing, type of box and size, wire size and grounding prior to covering with finish or infill materials.
- () Rough Low Voltage (alarms, data, catv, telephone)
- () Service which includes panel (s), wire size, grounding and over current protection.
- () Above Ceiling prior to installation of ceiling tiles.
- () Trench inspection prior to backfill.
- () Bonding, grounding, or bonding grid prior to backfill or placement of concrete.
- () Final inspection which includes devices, fixtures, appliances, GFI requirements after installation of finish materials and utilization equipment.
- () Other required inspections:

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PLUMBING/ MECHANICAL SUBCODE INSPECTIONS

- () Rough plumbing required for all buried piping in soil or under slab, either inside or outside of structures prior to backfill and /or placement of concrete.
- () Rough plumbing which includes sanitary piping, water piping, storm drains and radiant heat.
Rough plumbing requires air or water test for all D.W.V. and water piping including storm drains and radiant heat.
- () Water service from building to property line or curb line. Test is required.
- () Sewer service from building to property line or curb line or to septic tank. Test is required.
- () Final plumbing which includes piping, trim, fixtures, cross connections, back flow preventers, temp.control devices, and water treatment systems.
- () Rough gas piping. Test is required. **Note - Gas testing shall be done via one of the following:**
 - a. Manometer – shall withstand a pressure of not less than 10.0 inches. 3lb (mercury).
 - b. Mercury Gauge – shall withstand a pressure of not less than 10.0 inches.
 - c. Test Gauge – the pressure gauge utilized to measure the test pressure shall have a maximum reading of 15 psi and have a Maximum Gauge of 30 Lbs.
- () Final gas piping to all appliances requiring gas.
- () Final on all heating systems and water heaters including combustion air.
- () Final air conditioning on all units manufactured for domestic and commercial cooling.
- () Rough supply and return air duct sizing and location.
- () Rough and Final on all mechanical refrigeration equipment, (pressure test required.)
- () Smoke test required for all prefabricated/ modular buildings.
- () Other required inspections

FIRE SUBCODE INSPECTIONS

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| () | Sprinklers: | Rough – placement of pipe, hangers, seismic bracing & heads
Hydro – 200# test for 2 hours
Final – walkthrough and flow test of system per NFPA13 & 25 |
| () | Standpipes: | Rough – placement of pipe, hangers, seismic bracing
Hydro – 200# test for 2 hours
Final – walkthrough and flow test of system per NFPA 14 & 25 |
| () | Fire Pump: | Complete pump run and flow test per NFPA 20 & 25 |
| () | Private Fire Hydrant & Underground Fire Line: | Rough – underground of piping prior to covering pipe
Thrust blocking – to verify installed properly
Hydro & Flushing – 200# test for 2 hours and flush out line
Final – Flow test per NFPA 24 & 25 |
| () | FM 200 Suppression Systems: (Alarm System inspections needed see below) | Rough – verify pipe & nozzle placement
Pressure test - Pipe pressure test &
Pipe puff test – verify piping clean
Room fan test – verify integrity of room
Final – verify system completely functional per NFPA 2001 |
| () | Commercial Kitchen Exhaust Hoods (Including internal suppression system) | Rough – verify hood size & exhaust duct size
Final – verify suppression system components & all shut downs part of exhaust system |
| () | Fire Alarms: | Rough – to verify locations of all components
Final – 100% test with voltage & amp readings per NFPA 72 |
| () | Furnaces: Residential Commercial | Final – to verify installation compliance
Final – verify placement and functional test |
| () | Chimneys: (Metal only) Residential Commercial | Rough – to verify clearances, supports & type of chimney used
Final – to verify completion
Rough – prior to closing in to verify size & clearances
Final – verify height and system complete |
| () | Underground Water Tanks: | Rough - Tank placement and 1 st pressure test
2 nd Pressure test- once tank placed in ground but not covered
Piping – to verify tank suction, fill and vent piping
Final – once tank filled and to verify functional |
| () | Fuel storage tanks: Removal Installation | Removal – once tank in uncovered but prior to removal
Final – to verify tank & all piping removed
Final – to verify tank type |
| () | Prefab Fireplace/Wood Stove | Rough – to verify installation of chimney and firebox unit
Final – to verify installation completed |
| () | Other Miscellaneous items: | Dryer venting, Number ordinance verification, FDC sign verification, residential kitchen stoves & ovens |
| () | Final | Certificate of Continued Occupancy (CCO) and Change of Use (COU) including Fire Extinguisher placement. |
| () | Other required inspections | |