



WHEN & HOW TO REQUEST INSPECTIONS

The following list is the typical inspections for most projects. Please notify our office before you cover something up and/or if you have any question about what needs to be inspected. If required by the approved plans, SPECIAL INSPECTIONS are in addition to these typical inspections and are at the expense of the owner. If you are not ready for inspection, the City may require that you pay a re-inspection fee as per the building code. The City of Richland will not accept photographs as a replacement for the actual inspection. To request an inspection via the internet please visit www.buildingdepartment.com (Contractors), or www.buildingdepartment.com/sps (Homeowners). For morning (8:00-11:00) or afternoon (12:30-3:30) inspections, you must request via the internet **before** 4:00 p.m. the previous business day. Requests via the telephone 509-942-7565 will require a 48 hr notice.

1. **FOOTINGS**—when all forms and reinforcing steel are in place, but prior to pouring concrete.
2. **MONOLITHIC or TRENCH FOOTINGS**—when all reinforcing steel, forms, and metal accessory hardware are in place but not covered. You must call for inspection of footing trenches beneath a slab-on-grade, also, such as footings inside a garage or in a basement situation, before pouring the slab.
3. **FOUNDATION WALL**—when all forms, reinforcing steel, and metal accessory hardware (such as hold downs or special bolts) are in place but not covered. Hold-down hardware must be on the site ready to install after pour.
4. **SEWER SERVICE**—when sewer piping is installed and properly graded in the trench but not covered. Please note that public sewers must be inspected by the City engineer's office at (509) 942-7500. Grease traps, interceptors, cleanouts, and other sewer piping appurtenances must be inspected either with this sewer inspection or by separate inspection.
5. **WATER SERVICE**—when water piping from the City water meter to the building is installed and under pressure test but not covered. All backflow devices must be inspected either during this inspection or by separate inspection.
6. **PLUMBING GROUNDWORK**—when the underfloor building drain is installed and under pressure test but not covered.
7. **WATER PIPING**—when all underfloor water piping is installed and under pressure test but not covered.
8. **HEATING DUCT GROUNDWORK**—when duct work is installed but prior to covering.
9. **BOND BEAM IN MASONRY**—in five foot lifts, when all reinforcing steel is in place but prior to grouting. Lifts must be in accordance with the building code and have cleanout holes in the bottom of each cell that contains reinforcing steel.
10. **ROUGH HEATING & VENTILATION**—when all rough-in mechanical work is installed but not covered.
11. **ROUGH PLUMBING**—when all rough-in plumbing is installed and under pressure test but not covered.
12. **FRAMING**—when the building is “dried-in” (roof and roofing are on, siding is completed), all framing completed, anchoring in place and tightened, and the electrical framing inspection has already been signed off by the State L&I office. Please note that because of the many “shear” walls and hold-downs in many of today's homes, the City requires all hold-downs, straps, and shear nailing to be inspected **IN ADDITION TO THE FRAMING INSPECTION** and prior to covering. A ladder is required for all framing inspections.
13. **INSULATION**—when framing inspection is approved and insulation and vapor barrier have both been installed.
14. **SHEETROCK**—when the wallboard is installed and nailed but not filled or taped. Any firewall penetrations must be inspected prior to covering, also.
15. **FINAL INSPECTION**—when all other required department inspections have been finalized & approved (such as State L&I Electrical and City sidewalks) and the building is complete in accordance with all aspects of the approved plans and specifications. **Final grading must be completed**, including all retaining walls and grading to comply with the 2:1 slope requirements of the code. A ladder is required for all final inspections.

Other inspection/installation information:

City sidewalks, curbs, gutters call:	(509) 942-7500
City water meter installation call:	(509) 942-7670
City electrical trench & electrical service connection call:	(509) 942-7421 or (509) 942-7423
Call before you dig, location of underground utilities call:	811
State L&I Electrical inspections call:	(509) 735-0100