

CITY OF LUBBOCK
INSPECTION PROCEDURES
(Inspections call: (806) 775-3159 or (806) 775-3174)

STRUCTURAL PROCEDURES

FOOTING:

1. Plans and permit on site, survey stakes visible
2. Setbacks as required (see plans)
3. Width and depth, thickness of footing
4. Steel in place and tied properly
5. Fireplace footing, inside or outside
6. Footing free of debris, water, and dirt

SLAB:

1. Plans and permit on site
2. Slab thickness
3. All steel in place and tied properly
4. Slab proper height above curb
5. All bearing wall footings in place, as per plans
6. All cooper tubing wrapped properly
7. Return air ducts cleaned out properly
8. Inside fireplace footing dug with steel in place
9. Make sure slab is ready prior to calling in inspection

FRAMING:

1. Outside sheathing installed and nailed
2. Roofing material, overhangs, and decking
3. Studs nailed properly and graded
4. Bracing for roof and wind installed
5. Sole plates fastened down properly
6. Joists, rafters, grades, and spans.
7. Engineered trusses in place correctly
8. Walkways for mechanical units in attic
9. Metal joist hangers and hurricane ties installed
10. Bath vents and elbows
11. Window sizes
12. Beams construction and spans
13. Bearing for beams and girder trusses
14. Fireplace framing
15. Headers over windows and doors
16. Stairs, rise and run, guardrails, and handrails
17. Firewalls, draftstops, fire blocking
18. Lighting and attic access

PLUMBING/MECHANICAL PROCEDURES

1. Obtain Plumbing and Mechanical Permit
2. Rough – When all under slab plumbing is complete
3. Top Out and Rough Duct – After all vents are out thru roof and all heating and air-conditioning ducts complete
4. Service Lines – After gas, water, sewer lines are run to the alley (DO NOT COVER ANY LINES)
5. Sewer Tap – After sewer is connected to city sewer main
6. Gas – After all gas lines are installed, connect gas gauge and test all piping to a minimum of 8 PSI
7. Final Plumbing and Final Mechanical

ELECTRICAL PROCEDURES

1. Obtain Electrical Permit
2. Roughin – All circuits, panel, ground and feeder installed, complete and inspected before insulation and sheetrock are installed
3. Underground Service – All raceway, wire and meter base installed and complete. Underground raceway must be rigid conduit or schedule 40 PVC conduit only above ground
4. Electrical Final – All switches, receptacles, fixtures, cooking, heating and air conditioning installed and complete. Temporary power must be connected for complete checkout of system.

BUILDING FINAL (No occupancy until building final completed)

1. Plans on job site
2. Zoning approved (Commercial)
3. All utilities approved
4. Yards cleaned and sloped
5. Fireplace height and flashing installed
6. Porch posts anchored
7. Insulation in and card at attic access
8. Bath vent operating
9. Kitchen hood vent shall not terminate in attic space
10. Smoke detectors
11. Sidewalks, driveways, parking area
12. Brick installed properly
13. Exits, exit lights, panic hardware
14. Handicap facilities

ORDER OF REQUIRED INSPECTIONS

1. Footing
2. Plumbing Rough
3. Return Air (if applicable)

(Item numbers 1 – 3 must be completed before the slab inspection)

4. Slab Inspection
5. Plumbing Top Out
6. Mechanical Rough Duct (Heating and air ducts and mechanical vent ducts)
7. Electrical Roughin

(Item numbers 4 – 7 must be completed before framing inspection)

8. Electrical Underground Service (if applicable)
9. Flat Work
10. Sewer and Service Lines (water and gas)
11. Electrical Final
12. Gas Final (if applicable)
13. Plumbing Final
14. Mechanical Final (Heating and Air Conditioning)
15. Building Final (before the building is occupied) – Insulation scuttle hole card should be in place

NOTE: Inspections called in prior to 7:30 a.m. will be completed on the same day. Inspections called in after 7:30 a.m. will be completed the next business day. NO exceptions will be made unless otherwise authorized. The following contractors shall call in inspections only:

1. Electrical inspections-only by electrical sub-contractors
2. Plumbing inspections-only by plumbing sub-contractors
3. Mechanical inspections-only by mechanical sub-contractors
4. Structural inspections-only by general contractors.