



## MINIMUM REQUIRED DOCUMENTATION FOR INSPECTIONS

(Additional paperwork may be required based on scope of work)

### RESIDENTIAL

#### APPLICATION

- Residential Building Permit Application
- Engineer of Record / Design Professional Form
- ResCheck
- Manual J
- Manual S
- Mechanical Certificates (Plumbing, HVAC & Electrical)
- Owner Disclosure Statement \*

#### TEMPORARY SERVICE

#### UNDERGROUND PLUMBING

#### FOOTING\*

- Density Test

#### SLAB, GARAGE SLAB, BLOCK

- Form Board Survey
- Compaction
- If In Flood Zone:
  - ➔ Under Construction Flood/Elevation Certificate\*

#### EXTERIOR SHEATHING

#### ICE AND WATER SHIELD (METAL ROOFS ONLY)\* \*\*

- Ice and Water Shield Certificate
- Ice and Water Shield Manufacturer Specifications

#### FULL ROUGH IN

- Roof Truss Details
- Roof Truss Layout
- Floor Truss Details
- Floor Truss Layout
- TJI Layouts\*

#### INSULATION

- Insulation Certificate
  - ➔ Required with Spray Foam Insulation

#### ROUGH HISTORIC DISTRICT\*

#### PERMANENT SERVICE

- Sealing Certificate / Blower Door Test
- Roof Fasteners & Shingles Certificate
- Flashing Affidavit
- Grounding Affidavit + Grounding Test Result Photo
- Request for Permanent Service - Option 3 Form
- Final Subcontractor Roster
- Brick Tie Affidavit\*
- Brick Tie Photos\*

#### FINAL HISTORIC DISTRICT\*

#### BUILDING FINAL / CO

- Sewer Approval from BJWSA
- Duct Sealing Certificate
- Proof of Termite Treatment
- If In Flood Zone:
  - ➔ Finished Construction Flood /Elevation Certificate\* \*\*
  - ➔ Requires Original Copy with Raised Seal Stamp

#### **\*IF APPLICABLE**

#### **\*\* REQUIRES BUILDING OFFICIAL REVIEW AND APPROVAL**