



## Inspections Required – Commercial

Bulletin #33

For 2018 International Codes

### Inspection Scheduling:

Visit [piercecounitywa.gov/permit](http://piercecounitywa.gov/permit) to look up the permit number and schedule inspections. Your website registration information must exactly match either the owner or applicant information on the face of the permit.

### Tips:

- Have a permit number ready to provide before scheduling an inspection.
- Provide a valid phone number for a jobsite contact with your inspection request.
- Inspections can be scheduled for the next workday if requested before midnight, however current workload will determine the actual date of inspection.
- If an inspection is not completed the day it was scheduled, the inspection will be carried over to the following workday.
- Work cannot continue until the requested inspection is approved.
- To make arrangements or leave special instructions for an inspector, call the inspector's voice mail between 6:30 and 7:00 a.m. Be sure to leave your permit number, phone number and a brief message for a return call.

### Building Permit Expiration and Extension:

- An inspection must be scheduled or request an extension within 180 days from permit issuance or your permit will expire.
- You must make the request for extension before the permit expires.
- After each inspection your permit expiration date will extend an additional 180 days until you reach the allowed five years total allowed for a building permit.
- No permit will be extended beyond five years from the date the permit was issued. At the end of five years, you will be required to obtain a new/updated permit for the work remaining.
- Options to request an extension
  - Mail: Building Division, 2401 South 35th St, Room 2, Tacoma, WA 98409-7424
  - Online: Log into your online account at [piercecounitywa.gov/permit](http://piercecounitywa.gov/permit) and go to Account > "I want to..." > "Renew application/permit"

### Addressing:

The applicant is responsible for having all private street signs in place and the address posted on the lot prior to final inspection. Temporary address signage may be used during the construction.

### It is the applicant's responsibility to schedule all applicable inspections:

**Footing & Setback Inspection:** An inspection is required before placing any concrete. Inspections are made after all excavation and after forms are erected with required reinforcing (rebar) material installed. Property lines shall be identified by corner pins and by string lines. Wetlands shall be clearly delineated, and shoreline high water mark clearly identified.

**Foundation:** An inspection is required before placing any concrete. Inspections are made after all excavation and after forms are erected with required reinforcing (rebar) material installed.

**Water Service:** The water service line from the meter to the house will be part of the County inspection responsibility. Inspection will cover pipe material, depth of pipe, separate trench or shelf from building

sewer, and protection when passing through or under the footing. Ensure that a blue 18ga tracer wire is included with any non-metallic piping prior to scheduling your inspection.

**Groundwork:** Inspect before back filling or pouring a concrete slab and after all plumbing drain, waste, vent, and supply lines are installed, which will be under slab and are under pressure test.

**Slab:** Inspection of required under-slab insulation, rebar or structural grids and vapor barrier prior to placing concrete.

**Under Floor:** Inspection includes plate anchor bolt and washer size, braced wall line anchor straps, braced wall panels in crawl space, beams, floor joist size and spacing, the location of required double joists under interior braced wall lines, and the removal of all loose wood or other debris including cardboard forms on the footings and pier pads.

**Flood Fringe:** If you are building in a flood fringe then you are required to obtain an elevation certificate. This must be done prior to the Final Building Inspection. Call (253) 798-3749 for information.

**Exterior Shear Wall:** Inspection of exterior and interior structural "shear" walls including all required strapping, plate nailing, hardware and appropriate nailing patterns. This inspection must be completed prior to covering any of the related wall items.

**Rough-In Inspection:** Inspect after the plumbing and mechanical systems are installed and ready for inspection. Service water pipe and drain waste and vent piping must be under water test and the test observed by the building inspector.

**Gas Test Inspection:** Inspect after gas piping is installed and ready for inspection. Gas piping shall be under air test and the test observed by the building inspector.

**Frame Inspection:** Inspect after the plumbing and mechanical systems are installed and ready for inspection, and all framing, fire-blocking, bracing, pipes, chimneys are complete, roofing installed, and windows in place and pre-caulk complete. Electrical must be "Approved for Rough-In Service." Water pipe and drain waste and vent piping shall be under water or air test, and the test observed by the building inspector.

**Ceiling:** In non-residential construction with drop ceilings, an inspection of the ceiling grid is required prior to the installation of ceiling tiles. Contractor must verify seismic bracing requirements and schedule an inspection prior to placing ceiling tiles.

**Energy/Insulation:** Inspect after the framing, rough in plumbing, and rough in mechanical has been approved and the structure has been completely dried in, insulated, and caulked. Windows and insulation shall have their rating labels attached, insulation batts labeled, and heating duct insulation values identified.

***\*\*If Energy inspection is not listed when you attempt to schedule, please refer to any Fire Prevention holds on the project.***

**Wallboard:** Inspections are required on all fire rated walls in commercial and multifamily, and for all gypsum shear walls. Inspection should be done before covering any nailing or joints.

**Special Inspection Reports:** Items that required a special inspector review must have all final reports submitted to the area building inspector before final inspection. The required special inspection reports should be listed on the Special Inspection form and will be addressed in the holds on the permit if required.

**Pre-Final:** A pre-final inspection may be requested whenever "Holds" are in place that prevent a final inspection from being scheduled. This will allow for a building inspection while you take care of satisfying the "Holds".

**Final Building Inspection:** Inspection is made after the grading is completed, the site is stable, and the building is complete and ready for occupancy. Address and street name signs shall be posted. Most non-

residential and multi-family projects are required to have all required landscaping, parking lot, storm drainage and any public improvements installed prior to final building inspection approval. It is the applicant's responsibility to coordinate with the various department inspectors to obtain approval of these items before calling for a final building inspection.

**\*\*Be sure any related Plumbing and Mechanical permits have also passed final inspection.**

**Occupancy:** Business and commercial occupancies must have a Certificate of Occupancy issued prior to occupying the building or space. The Certificate of Occupancy must be posted in the business or tenant space. Occupancy without an approved final inspection or Certificate of Occupancy is a violation of County Code, and violators may be subject to substantial fines and/or a vacation of structure.

Building Inspector	Phone	E-mail
Brad Trepus	(253) 426-2137	<a href="mailto:brad.trepus@piercecounitywa.gov">brad.trepus@piercecounitywa.gov</a>
Chris Johnson	(253) 306-4146	<a href="mailto:christopher.johnson@piercecounitywa.gov">christopher.johnson@piercecounitywa.gov</a>
Don Hill, Lead	(253) 426-2136	<a href="mailto:donald.hill@piercecounitywa.gov">donald.hill@piercecounitywa.gov</a>
Eric Eagle	(253) 306-1862	<a href="mailto:eric.eagle@piercecounitywa.gov">eric.eagle@piercecounitywa.gov</a>
Fernando Fernandez	(253) 426-2140	<a href="mailto:fernando.fernandez@piercecounitywa.gov">fernando.fernandez@piercecounitywa.gov</a>
Joe Bistryski	(253) 213-2844	<a href="mailto:joe.bistryski@piercecounitywa.gov">joe.bistryski@piercecounitywa.gov</a>
Larry Kelly	(253) 377-4003	<a href="mailto:larry.kelly@piercecounitywa.gov">larry.kelly@piercecounitywa.gov</a>
Lou Nozsar	(253) 426-2133	<a href="mailto:lou.nozsar@piercecounitywa.gov">lou.nozsar@piercecounitywa.gov</a>
Larry Waters	(253) 426-2138	<a href="mailto:larry.waters@piercecounitywa.gov">larry.waters@piercecounitywa.gov</a>
Mark Core	(253) 307-6515	<a href="mailto:mark.core@piercecounitywa.gov">mark.core@piercecounitywa.gov</a>
Michael Lee	(253) 426-2144	<a href="mailto:michael.lee@piercecounitywa.gov">michael.lee@piercecounitywa.gov</a>
Shawn Tippie	(253) 278-9936	<a href="mailto:shawn.tippie@piercecounitywa.gov">shawn.tippie@piercecounitywa.gov</a>
Troy Krueger	(253) 426-2142	<a href="mailto:troy.krueger@piercecounitywa.gov">troy.krueger@piercecounitywa.gov</a>

## Re-inspection Fees

A \$110.00 fee is charged for each occurrence of the following:

- Not ready for inspection.
- Corrections not made from previous inspection.
- Approved plans not available at job site.
- No access to site and/or building.
- Address or lot identification not posted.
- **No further inspections will be done until the re-inspection fee is paid.**

## Video Inspections

A virtual inspection may be available for your required inspection or re-inspection corrections. Call (253) 798-2769 for more information.