
Scheduling Inspections

How do I schedule an inspection?

To make an inspection request please visit the following webpage <https://humboldt.gov/3386/Inspections> and follow the instructions.

How should I prepare for my inspection?

All county approved documents and any relevant installation manuals must be provided on-site for each inspection. You are not required to be present at the inspection if the inspector has access to the site and the approved documents are accessible.

What inspections do I need to call for?

Construction is inspected in 6 stages. The stages and their associated inspections are as follows.

1. **Foundation** – Setbacks, footings, forms, site conditions, underfloor plumbing, temporary electric.
2. **Floor** – Foundation framing, underfloor plumbing.
3. **Rough-Out** – Shear nail, holddowns, windows, rough-electric, rough-plumbing, gas line test, rough-sprinkler, rough-mechanical, rough framing.
4. **Insulation** – Insulation, fire blocking.
5. **Drywall** – Drywall nailing, gas line test.
6. **Final** – Mechanical final, plumbing final, electrical final, building final, exterior, sprinkler system, site conditions, accessibility.

Each stage must be completely inspected before continuing to the next stage. Depending on the scope of your permit some stages of construction may not apply. **Generally speaking, whatever you add or alter must be inspected.** See the “Inspection Stages” handout for a description of each construction stage and their associated inspections.

What are special inspections?

Special inspections are most often required due to hazards and/or natural resources associated with your building area and are usually performed by engineers. Common special inspections include a footing inspection by engineer, flood elevation inspection by engineer, a setback inspection by surveyor, and a HERS inspection by a certified HERS rater. Special inspections are also often required from other state and local agencies such as the Department of Environmental Health, County Public Works, your community services district, and your local fire department. **It is your responsibility to contact these various design professionals and departments to schedule these inspections.** Your inspector will require verification (most often a letter) that the inspection was performed and approved before moving to the next stage of construction.