



290 N 100 W, LOGAN, UTAH 84321
 PHONE 435.716.9030 FAX 435.716.9001
www.loganutah.org

JOB SITE INSPECTION RECORD

Permit # _____ Address _____ Occupancy _____

FOOTING	Soils report (if required)	Footings	Interior/exterior piers	Ufer ground
	Property survey markers	All steel must be tied in place	Interior footings	Compaction test results

FOUNDATION	Foundation	Hold-downs	Masonry (all steel secured against displacement)	Masonry
		Anchor bolts tied in place		
	Foundation water proofing		Foundation insulation	

FLOOR/SLAB	BUILDING	ELECTRICAL	PLUMBING		MECHANICAL
	Floor framing	Underfloor electrical	Underfloor configuration		Underfloor
	Floor ventilation	Conductor support	Water piping	Drainage piping	Duct support
			Underfloor test		U.F. Ventilation
			Water piping	Drainage piping	Duct insulation
			Piping support		

ROOF	Nailing			
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ROUGH 4 WAY	Roof trusses and calcs (stamped by engineer)	Rough electrical	Configuration		Rough mechanical-seal ducting
	Windows (Egress, Tempered)	Smoke detectors	Water piping	Drainage piping	Combustion air
	Lateral bracing (hold-downs)	Power to panel	Tests		Venting
	Plywood nailing		Water piping	Drainage piping	Fireplaces
	Interior shear walls		Gas piping		Water heater vent
	Double joist beneath interior shear walls		Configuration	Test	Furnace grade
	Interior stairs (rise/run)		Gas sizing chart to be onsite		Secondary condensate line
	Foundation flashing/ weather resistive barrier				Dryer vent
	Deck - Post footings	Ledger	Guards	Railing	Final

This card is your record of inspections and must be signed off by all required departments to receive your final inspection and the Certificate of Occupancy. Make sure it is available for all inspections.

To schedule an inspection, call 435.716.9030.

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MECH CHECK	Underfloor insulation	Furnace grade (80% etc)	Window U-Value	
	Wall insulation	Attic insulation	Installation card onsite	

GYP. BOARD	House/Garage nailing	Interior sheetrock shear walls (block all edges)	Fire rated wall nails 7"/screws 12"	
	Under stairs	Nail/screws at 7" centers		

Note: A Right of Way permit is required for any work in the public right of way. Call Kim at 716-9152 with any questions.

PUBLIC WORKS	The Following items must be inspected and signed off by Public Works Dept. prior to Final Inspection. <i>Concrete inspections must be performed prior to placement of concrete. For Inspections Call 716-9152</i>			
	Curb, gutter and sidewalk	Driveway approach	Water connection	Sewer inspect and camera
	Clean park strip, gutter	Backflow	Sewer connection	Public Works FINAL APPROVAL

FLASHING WEATHER RESISTIVE BARRIER	Foundation flashing at brick	Weather Resistive barrier	Roof Shingle Flashing	Ice and water shield at roof

FINAL - MUST BE COMPLETED PRIOR TO OCCUPANCY & PRIOR TO MOVING ANY PERSONAL BELONGINGS IN.	BUILDING	ELECTRICAL	PLUMBING	MECHANICAL
	Final structure	Finished electrical	Finished plumbing	Final mechanical
	Final grade	Switch plates	Thermal expansion tank	Duct covers
	Drainage detention	Receptacle covers	Secure water heaters	Screen combustion air ducts
	Hard surfaced Driveway	Waterproof exterior outlets	Water meter set	Dryer vent back draft
	Decks/Landings at ALL exterior doors	GFI's at kitchen, garage, baths and exterior outlets	All fixtures set	Orifice size derated for appliances
	Address on building	Label electrical sub-panel		Gas meter set
	Attic ventilation	Arc-fault circuits at bedrooms		
	Handrails/guards	Tamper-proof receptacles	Certificate of Occupancy - allow 72 hours after final inspection.	
	Window wells (ladders)			

The following items must be inspected and signed off by P&Z prior to final inspection.

Planned Development	Complete landscaping	Planning & Zoning Inspection / FINAL APPROVAL 716-9036	Call
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POST THIS CARD ON SITE

This card must be kept onsite and available to the inspector at all times and during inspections. Protect this card from the weather. The approved plans and any other necessary materials (engineering, truss calcs etc.) must be available during all inspections.

INSPECTIONS

Inspections shall be made in consecutive order as shown. **DO NOT COVER OR PROCEED WITH ANY WORK UNTIL THE REQUIRED INSPECTIONS HAVE BEEN MADE AND APPROVED.** If you have any questions regarding inspections or if a particular inspection has been approved, PLEASE call us to confirm.

SCHEDULING INSPECTIONS 716-9030

Inspections must be scheduled at least 1 working day in advance. When calling for inspections please give the day requested, the permit number, address, type of inspection and leave a contact name and phone number. When requesting a specific time, please remember that there is a 2 hour window (1 hour either way of the requested inspection time).

ACCESS FOR INSPECTION

It is the responsibility of the person requesting the inspection to provide access to and the means to inspect (ie. Ladder, unlocked door or gate etc.)

REINSPECTION FEE

Reinspection fees will be assessed when the job site inspection card is not available, for failure to provide access to conduct the inspection, or for deviation from the approved plans. A reinspection fee will also be assessed for each inspection when the work for which the inspection was called is not complete or when **ALL** corrections required have not been made at the time of reinspection. A reinspection fee will be assessed if all required materials are not available for the requested inspection. Reinspection fees are \$45.00 for each occurrence.

To schedule an inspection, call 435.716.9030.