

REQUIRED INSPECTIONS: Below is a list of building inspections required during various stages of construction. Please note, the order of the inspections listed below does not necessarily reflect the order that the inspections may occur or if the inspection is required on a project. Other inspections such as masonry chimneys and stucco installations may be required at the discretion of the Building Inspector. Please consult with your site address's Building Inspector to determine what additional documents may be required at each inspection stage.

REQUESTING AN INSPECTION: Inspections can be requested by contacting the Building Department's 24-hour inspection request service at **250 746 3102** or by email to Bookinginspections@northcowichan.ca. Please provide **site address, permit number, type of inspection** required, and **contact information**. All inspection requests received by 4:00pm are conducted the next business day. Please add one business day for requests after 4:00pm.
Requests for a specified time of day cannot be accommodated.

REINSPECTION FEE: A \$50.00 fee may be charged at the discretion of the area Building Inspector for reinspection in accordance with The District of North Cowichan's Fees & Charges Bylaw No. 3784.

INSPECTIONS

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| FOOTINGS/FOUNDATION WALLS | Footings and foundation wall formwork (including chimney, fireplace and deck footings) must be completed and inspected separately before any concrete is placed. Engineered foundation forms are to be inspected after the Structural Engineer's approval. Engineer's field review(s) are to be provided to the Building Inspector at this time. |
| PERIMETER DRAINS / DAMPROOFING | Foundation walls are to be dampproofed and perimeter drains in place with drain rock installed at time of requested inspection, leaving a section exposed to inspect piping and granular material coverage. |
| ROUGH-IN RADON | A contiguous gas-permeable layer consisting of 100mm/4" of clean granular fill and 100mm/4" radon vent pipe must be installed and visible at time of inspection. |
| UNDERSLAB PLUMBING | All underslab plumbing shall be complete and visible at the time of inspection. Drain-waste-vent (DWV) piping shall be under test as described in rough in plumbing. |
| UNDERSLAB INSULATION/GROUND SEAL | Underslab insulation (if required), slab thermal break and vapour control layer, having all joints sealed with approved sealant and/or tape shall be installed and visible at time of requested inspection. |
| SERVICE CONNECTION & INFILTRATOR | Water, storm and sanitary piping must be bedded in sand and under test as described in rough in plumbing. |
| ROUGH-IN PLUMBING | All potable water and Drain-waste-vent (DWV) piping shall be complete and visible at time of inspection. Potable water piping shall be subjected to a pressure test or 700kPa/100psi for no less than 2hrs. DWV shall be subjected to either a static water pressure test of 3m/10' of head pressure or an air pressure test of 35kPa/5psi for no less than 15 minutes. |
| EXTERIOR BRACED WALL FASTENING | Inspection of exterior sheathing fasteners is complete prior to installation of sheathing membranes. All nailing and blocking associated with braced wall panels must be complete for this inspection. Exterior braced wall panel locations to be clearly marked on the interior and exterior. Additional anchor bolts shall be installed two per braced wall panel where a building contains framed walls supporting two or more floors. |

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| FRAMING | Prior to booking a framing inspection, the building must be weather-tight. Chimney(s), roofing, electrical and HVAC must be complete as well as the rough-in plumbing inspection must be approved. Sealed beam, and truss certificates (with layout) and a <i>sealed</i> survey certificate must be submitted prior to the framing inspection. If plan changes are required, the Building Inspection department must approve them <i>before</i> the framing inspection is requested. No insulation is to be placed (except behind bathtubs, showers, and factory-built fireplaces) until the framing is approved. |
| INSULATION/ VAPOUR CONTROL/ STEP CODE COMPLIANCE | Installation of insulation and vapour control layer (VCL) must be completed prior to inspection. Windows are to be installed with manufacturers stickers intact. No drywall may be placed (except if used for fire blocking) prior to approval of the insulation inspection. All fan ducts must be connected and terminate at the exterior. If spray foam is used, 24 hours must pass before an inspection can be performed and daily report is due at this time. If a BCESC Mid construction test has been completed, the report is to be submitted at this time. |
| FIRE SEPARATIONS | After insulation and vapour barrier have been installed but prior to mud and tape, the entire fire rated assembly must be exposed for visual inspection of gypsum wall board type (Type X), insulation and resilient channel if required. Please note, continuity of fire separation must be maintained behind unrated recessed light fixtures, laundry boxes, electrical panels, exhaust fans, tub surrounds and any penetrations over 5" x 5". |
| INTERIOR BRACED WALL FASTENING | Inspection of fasteners in interior gypsum wall board braced wall panels. The location of interior braced wall panels to be clearly indicated. This inspection is to take place prior to the installation of tape and joint compound |
| TUB & SHOWER FLOOD TEST | Tubs and showers bases are to be filled with water prior to tile installation and left for 24hrs until drained on site for visual inspection of P traps by the Building Inspector. |
| SECOND PLANE of PROTECTION | Visual inspection of sheathing membrane, capillary break(rainscreen), bug screen, and flashing. Please have one window mocked up with trim and the above components installed at the time of inspection. |
| OCCUPANCY | Occupancy inspection must be passed before the building may be occupied. The exterior of the building must be complete, including all stairs, decks, handrails, porches, and exterior finishes. Address numbers must be posted in a conspicuous location and the interior must meet all health and safety requirements. Final site grading must be complete, and all necessary documentation submitted to the Building Inspector prior to booking the inspection. Please note, occupancy of a dwelling unit prior to issuance of the occupancy certificate will result in fines in accordance with The District of North Cowichan's Fees & Charges Bylaw No. 3784. |
| FINAL | When an accessory building or other principal building is ready for the final inspection or demolition of an existing building is complete. |

This guide is intended for reference only. In the event of a discrepancy between the information in this handout or a requirement of "Building Bylaw 2003 No. 3172", the Building Bylaw requirement takes precedence.

