

RESIDENTIAL GUIDE TO THE BUILDING INSPECTION PROCESS

Building inspections are a crucial part of ensuring safety, compliance, and quality in home construction and renovation. This guide walks you through what to expect in the inspection process, why inspections are needed, and how to navigate each step effectively.

Building inspections verify that construction meets local codes and safety standards. These inspections protect homeowners by ensuring that work done on the property adheres to the necessary regulations and is safe and durable.

Following this guide can help to ensure a smoother experience navigating the inspection process, ensuring a safe and compliant outcome for your project.

TYPES OF BUILDING INSPECTIONS

Different stages of construction require specific inspections. **The inspections listed below are in the general order to be scheduled, if required.**

At Framing/Rough-in stage, all related trade rough-in inspections (Electrical, Plumbing, and/or Mechanical) must be completed prior to the structural inspection.

- **CONFERENCE:** Provides an optional opportunity to discuss projects, identify any potential issues and determines which inspections may be required for the project. This inspection can be over the phone, or in person.
- **PUBLIC WORKS SUBGRADE APPROVAL:** If project is located within a hillside zone.
- **FOOTING INSPECTION:** Ensures the footing is properly placed, sized, any reinforcing steel installed, and setbacks are verified with City approved (stamped) plans.
- **FOUNDATION INSPECTION:** Ensures that the foundation is properly laid, sized, any reinforcing steel installed, setbacks verified, and follows code standards, approved plans, and engineering (if applicable.)



HOMEOWNER RESPONSIBILITY

Homeowners are permitted to perform certain types of work on their property. However, by doing so, they take on the responsibility of understanding and following building codes and ensuring all work aligns with the approved plans.

- **WALL BRACING INSPECTION:** Verifies required sheathing, blocking, fasteners, and hold-downs in place.
- **ELECTRICAL, PLUMBING, AND MECHANICAL ROUGH-IN INSPECTIONS:** Confirms that rough-in work for systems are safely and correctly installed according to code and design, prior to covering.
- **FRAMING/ROUGH-IN INSPECTION:** Verifies that air sealing and structural framing elements, such as walls, floors, and roofs, are correctly installed according to code and approved plans.
- **ENERGY EFFICIENCY AND INSULATION INSPECTION:** Confirms air sealing, windows, and insulation is installed correctly and meets energy code or prescriptive design.
- **OTHER:** If needed, for fire rating/protection of soffits, exterior walls, or projections in Wildland Urban Interface zones or when located close to property lines.
- **ELECTRICAL, PLUMBING, AND MECHANICAL FINAL INSPECTIONS:** Confirms that systems are completed and ready for building final.
- **PUBLIC WORKS OCCUPANCY APPROVAL:** If project is located within a hillside zone.
- **PLANNING INSPECTION:** If project is located within a historic district.
- **FINAL INSPECTION:** Confirms that the home or project meets all code requirements and is ready for occupancy.



PLANNING AND DEVELOPMENT SERVICES

150 N CAPITOL BLVD, BOISE ID 83702 | 208-608-7070 | TTY: 711
CITYOFBOISE.ORG/BUILDING-INSPECTIONS

HOW TO SCHEDULE INSPECTIONS

- 1. OBTAIN THE NECESSARY PERMITS:** Before scheduling any inspection, confirm you have the required permits and City approved plans for the work being done.
- 2. COORDINATE WITH CONTRACTORS:** Work with contractors to determine when each phase of the project will be ready for inspection.
- 3. SCHEDULE INSPECTION:** Use the city's inspection scheduling system by visiting permits.cityofboise.org or call the Permits desk at 208-608-7070 to schedule your inspection. Inspections can be scheduled Monday-Friday, excluding holidays, in the morning (8am-12pm) or in the afternoon (1pm-5pm). Inspection request cut-off time is 7:30 am daily.
- 4. FOR ANY NEEDED PUBLIC WORKS INSPECTIONS:** Contact 208-608-7150
- 5. FOR ANY NEEDED PLANNING OR FLOOD PLAIN INSPECTIONS:** Contact 208-608-7108

PREPARING FOR AN INSPECTION

- 1. REVIEW CODE REQUIREMENTS:** Be aware of specific code requirements related to your project.
- 2. ENSURE SITE ACCESS:** Ensure that inspectors can safely access the inspection site. Remove debris and keep the area clean.
- 3. HAVE PERMITS/PLANS READY:** Post permits and city-approved (stamped) plans with relevant documents (i.e. special engineering, truss engineering, manufacturer installation instructions, etc.) on-site for the inspector to review.

WHAT TO EXPECT DURING AN INSPECTION

During the inspection, the inspector will:

- Check that the work meets code standards.
- Look for potential safety or noncompliant issues.
- Verify the work aligns with City approved plans and documents.

If any issues arise, the inspector may require corrections before proceeding to the next phase.

UNDERSTANDING INSPECTION RESULTS

- 1. NOT READY:** The work is not ready for scheduled inspection, and no inspection has been performed.
- 2. PASSED INSPECTION:** No issues were found, and work can proceed to the next construction phase.
- 3. PARTIAL APPROVAL:** Some minor corrections are required, but work can proceed with limited scope. No corrections were noted, ok to proceed pending a trade inspection approval, or a portion thereof or phased work is ok to proceed to the next phase.
- 4. CORRECTIONS REQUIRED:** Significant issues must be corrected before moving forward.
- 5. REINSPECTION FEE:** Inspector determines after numerous visits that insufficient effort has been made to fix previous corrections, and an additional fee will be assessed.

The inspector will provide and post a **CORRECTION NOTICE** detailing any corrections needed. Inspection results are also emailed to the primary contact on the permit.

FINAL INSPECTION & APPROVAL

The final inspection ensures all work is completed correctly and is safe for occupancy. After passing this inspection, you will receive a Certificate of Completion or a **CERTIFICATE OF OCCUPANCY**, whichever is applicable.

ADDITIONAL TIPS FOR HOMEOWNERS

- **KEEP RECORDS:** Maintain copies of all permits, plans, inspection reports, and approvals.
- **STAY IN CONTACT WITH INSPECTORS:** Building a positive relationship with inspectors can help the process go more smoothly.
- **UNDERSTAND APPLICABLE CODES:** Familiarize yourself with local building codes to prevent unexpected issues.
- **ADDITIONAL INSPECTION INFORMATION**, including more on trades, can be found at: cityofboise.org/building-inspections