

# Detailed Guidelines for Scheduling Residential Inspections

2/27/25

## Information for Inspection Scheduling

To ensure compliance with Daly City's building codes and safety standards, all construction work requiring a permit must undergo a series of inspections. Each phase of work must be inspected and approved before processing to the next. It's the responsibility of the permit holder to schedule these inspections promptly.

- **Building Division:** Call (650) 991-8061 at least two days before the desired inspection date.
- **Bayshore Sanitary District:** Call (415) 467-1144.
- **Department of Water Wastewater Resources (DWWR):** For sewer lateral inspections, call (650) 991-8200.
- **Engineering/Public Works Department:** Call (650) 991-8064.
- **Fire Department:** Call (650) 800-6580.

## Required Inspections Checklist

### 1. Foundation Inspections

- **Footing/Piers:** After excavations are complete and reinforcement is in place, but before pouring concrete.
- **Foundation Stem Wall:** After forms and any required reinforcement are set, prior to concrete placement.

### 2. Slab or Under-Floor Inspection

- **Purpose:** To inspect under-slab or under-floor systems, including plumbing and electrical components, before they are covered.

### 3. Under-Floor Framing Inspection

- **When to Schedule:** After installing all under-floor components, including framing, seismic devices, ductwork, vents, electrical wiring, and plumbing systems.
- **Purpose:** To ensure all under-floor elements are correctly installed before adding insulation or floor sheathing.

### 4. Under-Floor Insulation Inspection

- **When to Schedule:** After insulation is installed but before floor sheathing is applied.

### 5. Blind Wall Inspection

- **When to Schedule:** This inspection is necessary for walls within 18 inches of the property line. Normally, separate inspections are conducted for gypsum and plywood shear wall nailing.
- **Purpose:** To ensure that walls in close proximity to property lines meet fire-resistance and structural requirements.

### 6. Roof Sheathing Inspections

- **When to Schedule:** Once roof sheathing is installed and fastened, before any roofing materials are added.

### 7. Shear Wall Inspections

- **Exterior Shear Wall:** After installation of exterior shear panels and hold-downs, before covering.
- **Interior Shear Wall:** After installation of interior shear panels and hold-downs, before covering.

### 8. Rough-In Inspections

- **Rough Plumbing (Top Out):** After installation of drain, waste, vent, and water supply piping, with required tests conducted.
- **Rough Mechanical (Duct Work):** After installation of HVAC ductwork and vents.
- **Rough Electrical (Wiring):** After installation of electrical wiring, outlets, and fixture boxes.

❖ **Note:** These inspections can coincide with the framing inspection; however, framing cannot be inspected until these are approved.

❖ **Important:** All plumbing outside the building envelope, including the sewer lateral, is inspected by the Department of Water and Wastewater Resources (DWWR) and not the Building Division. To schedule your sewer lateral inspection, contact DWWR at (650) 991-8200.

### 9. Fire Sprinkler Inspection

- **When to Schedule:** Request this inspection from the Fire Department when the fire sprinkler piping is in place. This inspection is only necessary if a fire suppression system is being installed or modified.
- **Note:** This framing inspection will not be approved until the fire sprinkler inspection has been completed and approved.

### 10. Framing Inspection

- **When to Schedule:** After all structural framing, including walls, floors, and roof assemblies, is complete and prior inspections are approved.

#### 11. Stucco Wrap & Wire Inspection

- **When to Schedule:** Before applying the scratch coat, ensuring proper installation of weather-resistant barriers and lath.

#### 12. Scratch Coat Inspection

- **When to Schedule:** After the initial layer of stucco (scratch coat) is applied, before proceeding with subsequent coats.

#### 13. Insulation inspection

- **When to Schedule:** After all wall and ceiling insulation is installed, prior to covering with drywall or other finishes.

#### 14. Sheetrock (Drywall) Inspection

- **When to Schedule:** After drywall is hung and fastened, but before taping and finishing.

#### 15. Utility Service Inspections

- **Water Service:** Inspection of the main water service line installation.
- **Sewer Connection:** Inspection of the building's connection to the municipal sewer system.
- **Electrical Service:** Inspection of the main electrical service equipment and grounding systems.

#### 16. Final Inspections

- **Fire Final:** Verification that all fire safety systems are operational and compliant.
- **Bayshore Sanitary District Final:** Approval from the sanitary district for sewer connections and related work,
- **Building Final Inspections**
  - **Plumbing:** All fixtures and systems are operational and code-compliant,
  - **Mechanical:** All HVAC systems function correctly and safely.
  - **Electrical:** All electrical systems and fixtures are installed per code and operational.
  - **Building:** A comprehensive review ensuring the entire project meets all applicable codes and is safe for occupancy. This is the final inspection and must be completed last.

### Important Notes

- **Permit Requirement:** Construction work must not commence until the necessary permits are obtained from the City.
- **Inspection Requirements:** It is the permit holder's responsibility to notify the City when work is ready for inspection. Ensure each phase is inspected and approved prior to proceeding to the next.
- **Access for Inspectors:** Ensuring proper access for inspectors is crucial for a smooth and efficient inspection process. Here are some important notes regarding access:
  - **Site Accessibility:** Ensure that the construction site is accessible to inspectors during the scheduled inspection times. This includes unlocking gates, doors, or any barriers that may prevent entry.
  - **Safety Measures:** Maintain a safe environment by clearing debris and hazards from pathways and work areas. Proper lighting should be in place, especially in areas that are dim or enclosed.
  - **On-site Representative:** Have a knowledgeable individual, such as the contractor or project manager, present during inspections to address any questions or provide access to specific areas as needed,
  - **Documentation:** Keep all necessary documents, including approved plans, permits, and previous inspection reports, readily available on-site for the inspector's review.
  - **Parking and Entry:** Provide convenient parking for inspectors and ensure they have clear instructions on how to enter the site, especially in larger or secured properties.

By adhering to these guidelines, you facilitate a more efficient inspection process, helping to avoid delays and ensuring compliance with Daly City's building codes and regulations.

