TOWN OF WICKENBURG

Planning & Building Department

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Residential Inspection Checklist Guidelines

(This list is not inclusive of all items that may require inspection)
The complete set of approved plans must be onsite for all inspection along with the job card.

Failure to be ready for requested inspection may result in a re-inspection fee

Footings:

- ☐ Approved plans on site.
- ☐ Sanitary facilities for workers on site.
- ☐ Building setbacks and location must match approved plot plan/site plan.
- ☐ Footing layout/dimensions must match approved plans.
- ☐ Footings dug to width and depth as shown on approved plans.
- ☐ Footings 12 inches into native soil with bottoms squared/level.
- ☐ Check soils: no loose material, mud, organic material in footings, no expansive soil. If fill on site, a copy of the soil compaction report must be available for inspector.
- ☐ Expanded footings installed per the approved plans with additional steel as required.
- ☐ Exterior piers and/or interior footings installed per the approved plans with steel.
- ☐ Steel properly lapped, supported and size indicated on approved plans.
- ☐ Bulkheads installed in stepped footings.
- ☐ Vertical steel (J bars) on site for placement at time of pour unless retaining walls then J bars must be tied in place to horizontal steel per the approved plans.
- ☐ Plumbing/electrical sleeves cannot pass through the footings (they must be placed under footing or through foundation wall).
- ☐ Plumbing sleeves must be twice the diameter of the piping that will pass through it.
- ☐ Ground electrode (if required) installed (#4 bare or stranded copper, 30 feet in length with 20 foot in footing around steel and 10 foot out of footing).

Stem/Grout:

- ☐ Verify foundation walls same as approved plans (block /poured stem and size).
- ☐ Vertical placement of steel and size matches approved plans.
- ☐ Horizontal placement of steel is the proper size with approved lap, placed per the approved plans and properly supported.
- ☐ Steel meets required clearance from forms or block sides (1 ½" from sides of forms, centered in block).
- ☐ Any required hold downs must be on site and placed in the required locations as shown on the approved plans.
- ☐ Cleanouts installed at base of walls in cells with steel when walls over 48 inches in height.
- ☐ Wall height does not exceed 5 foot allowable for single pour.
- ☐ Foundation drains (if required) are installed with approved moisture proofing of walls.
- ☐ Moisture proofing will require a protective membrane installed to prevent damage at the time of backfill. Note: This can be done as a separate inspection, but is a required inspection.

Under slab Plumbing:

- ☐ Drain/waste/vent holding 10' stack water test or 5 P.S.I. air test with no greater than 30# gauge.
- ☐ Installation of backwater valve, if required.
- ☐ Sufficient slope of horizontal drain pipes (dependent on size of piping used).
- ☐ Continuous support of pipe for its entire length with 6" of approved shade material under the piping. Additional shade material should be on site for use over the piping at the time of backfill.
- ☐ Fixture vent fittings are of approved type (no San-Tees used in a horizontal position).
- ☐ No flat venting (venting must be above the weir of the drain).
- ☐ Proper fittings for vertical to horizontal change in direction
- ☐ Copper pipes penetrating concrete slabs are wrapped.
- ☐ Water piping is continuous with no splices under slab (dependent on material used).
- ☐ Cleanouts installed where required.
- ☐ S-traps not permitted (trap arm must be twice the pipe diameter).
- ☐ Openings through foundation for piping sleeves need to be sealed around the sleeve and in the annular space around the piping passing through the sleeve (see footing inspection for requirements for sleeving).

Under slab Mechanical:

- ☐ Duct work is of an approved type.
- ☐ Joints are sealed with approved sealant.
- ☐ Duck work is properly supported with a full bed of shade material 6" deep with sufficient shade material to cover the piping at the time of backfill on site.
- ☐ Ends of duct work where it comes through the floor are supported to prevent settling at the time of slab pour and sealed to prevent infiltration of any materials.

Slab grade:

- ☐ Interior turn down footings installed per the approved plans (size/placement/steel).
- ☐ Sub grade properly compacted.
- ☐ Steel properly suspended (1 ½" above sub grade).
- ☐ Slab thickness meets the minimum required 3 1/2".
- ☐ Electrical conduits (if installed) sealed to prevent moisture or concrete infiltration.
- ☐ All plumbing piping penetrating slab protected from concrete. (wrapped)
- ☐ Traps for showers/tubs boxed out.
- ☐ In-floor heating properly installed and tested, 100 psi (if applicable).

Under floor framing:

- ☐ Hold downs (anchor bolts) installed 12" from the end of each plate piece, every 6' and 2 in each piece regardless of its length.
- ☐ Post/ beam strapping installed including strapping in beam pockets to beams.
- ☐ Proper clearance of earth to wood under beams/floor joists (18" to joists, 12" to beams).
- ☐ Truss joists installed per the manufacturer's installation instructions.
- ☐ Hangers for truss joists correctly installed and of an approved type.
- ☐ No notches in the bottom or top cords of the truss joists (engineering required if notched).

- ☐ Adequate crawl space ventilation/cross ventilation (1 square foot per 150 square feet) with vents located a minimum of 3 feet from each corner and placed to achieve cross ventilation).
- ☐ Crawl space access installed (18"x24" minimum unobstructed opening).

Roof nail/Exterior shear:

- ☐ Roof sheathing proper size/grade nailed at 6" on the edge and 12" in the field.
- ☐ Fasteners (nails or staples) are not too deep (penetrating the outside of the sheathing).
- ☐ Sheathing is properly spaced (minimum 1/8" gap between sheets).
- ☐ Roof design is the same as the approved plans.
- ☐ OSB/plywood at ridge is a minimum of 12" wide or blocked under the sheathing if less than 12" in width.
- ☐ Shear nailed at 6" on edge and 12" in the field or per the approved plans (engineering may be attached to approved plans).
- ☐ Hold downs for Alternate Braced Wall Panels per the approved plans (Special inspection will be required if bolting for hold downs is not installed and drilling/epoxy required).
- ☐ Braced wall panels placed per the approved plans (could include windows, doors etc. added that are not on the approved plans which alters the shear requirements and will need approval for the changes in the shear panel locations).
- ☐ Shear panels installed to provide continuous tie from the foundation to the double top plate at the roof line. (Splices will need to be blocked and nailed per nailing schedule).
- ☐ First to second floor strapping is installed (MST44 minimum) at shear panel locations where required.

Temporary Electric Service:

- ☐ Panel properly secured to the structure.
- ☐ Grounding electrode installed, properly sized and attached to ground lug inside panel.
- ☐ If ground rod used, proper acorn clamp on top of 8' ground rod and rod driven fully into the ground leaving the acorn clamp exposed for inspection.
- ☐ 20 amp GFCI receptacle and breaker installed and properly wired.
- ☐ Conduits above grade must be rated impact resistant (primary and secondary).

Combination Inspection:
(framing/electrical/mechanical/plumbing prior to insulation)

Framing:

- ☐ Building dried in.
- ☐ All glazing (windows) installed.
- ☐ Windows within 24" arch of a door must be tempered.
- ☐ Windows in tub enclosure must be tempered if less than 60 inches above tub floor.
- ☐ Windows within 36 inches of a landing or within 60 inches above stair treads must be tempered.
- ☐ Bedroom windows meet egress requirements.
- ☐ Window sills for egress not over 44 inches off floor to finished sill height.
- ☐ Check for blocking at interior braced wall panel locations for drywall application.
- ☐ Fire block the stair stringers/drop ceilings/soffits/coves.
- ☐ Fire block fireplace chases at floor/ceilings assemblies and attic.
- ☐ Fire block every 10' horizontally and vertically such as furred spaces in basements.
- ☐ Provide post beam strapping for continuous connection to the foundation.
- ☐ Check studs for over-bored or over notched.
- ☐ Trusses braced per the truss design drawings.
- ☐ Uplift resistance on trusses per the truss design drawings at top and bottom plates.

- ☐ Beam sizes per the approved plans and full bearing under beams at bearing points.
- ☐ Provide full bearing under girder trusses to the foundation.
- ☐ Double top plates installed and top plate joints must be lapped 48".
- ☐ Provide ½" space around wood beams in concrete beam pocket with approved separation of wood to concrete under beam.
- ☐ Provide attic access (22"x30" with 30" headroom).
- ☐ Provide attic ventilation and insure it cross ventilates (1 square foot for every 300 square feet). Gable or ridge venting along with soffits vented.
- ☐ Provide minimum 6'8" headroom at stairs.
- ☐ Check rise and run on stairs. (rise maximum 7 3/4" run minimum 10")
- ☐ Anchor bolts to be 12" from the end of each plate piece and every 6' not less than 2 in each piece regardless of its length.
- ☐ Ledgers for decks/patio roof covers must be mechanically attached to the main structure.

Plumbing:

- ☐ Test on gas line/water lines/DWV system (water-50 psi, gas 10 psi 30# gauge, DWV 5 psi 30# gauge or water through the roof, 60 psi for medium pressure gas systems).
- ☐ Gauges must not be damaged or without glass.
- ☐ Proper drain size.
- ☐ Proper fittings used for directional changes, vertical to horizontal, horizontal to horizontal.
- ☐ DWV piping/water piping is properly supported (dependent on material used).
- ☐ Trap arms of an approved length (S traps not permitted) and properly sloped.
- ☐ All traps are properly vented and no flat venting.
- ☐ Clothes washer standpipe is 18" to 44" from inlet to weir of drain.
- ☐ Cleanouts installed where required and accessible.
- ☐ Flexible gas line properly installed per the manufacturers specifications.
- ☐ Any unions in gas piping are accessible.
- ☐ Gas shut -off at the fireplace location.
- ☐ Couplings in water piping (plastic) are of an approved type and installed properly with proper materials used for bends and stub outs to exterior of walls.
- ☐ Protective plates (FHA or strapping) for plumbing/electrical/mechanical where needed (holes drilled 1-¼" or less from front of stud to piping).
- ☐ Vents termination in an approved location.
- ☐ Seal the plumbing penetrations (tub traps/around water closets) in the concrete slab (1 ½" of concrete).
- ☐ Sediment traps, where required, on gas lines downstream from shut off prior to piping entering appliance.

Electrical:

- ☐ Electrical system complete and all circuits made up with grounds tied together using approved mechanical connection.
- ☐ Smoke detectors installed where required and hardwired together on separate circuit (bedrooms, outside sleeping areas, unfinished basements, top of stairs leading to bedrooms, in room adjoining halls 24 inches higher than hall ceiling).
- ☐ Smoke detectors must be 3' from return air or supply air registers (manufacturer's requirement).
- ☐ Service panel properly grounded.
- ☐ Approved bushing used where home runs enter back of service panel.
- ☐ Wiring is not in contact with abrasive surfaces, such as truss gusset plates.
- ☐ Wiring proper distance from hot surfaces.
- ☐ Aluminum wiring at lugs has Anti-oxidant.

- ☐ Two wires of different sizes cannot be under the same lug in the service panel unless approved by manufacturer of service panel.
- ☐ Electrical boxes are not overfilled.
- ☐ Wiring sized for intended use.
- ☐ Bathroom receptacles must be separate 20 amp circuits.
- ☐ Outside receptacles cannot be wired off kitchen, laundry or bathrooms circuits.
- ☐ Outdoor boxes must be weatherproof.
- ☐ Provide two 20 amp small appliance circuits to kitchen and dining area.
- ☐ Provide 20 amp circuit to washer receptacle location in laundry.
- ☐ Provide outlet at front and rear of house (2 outside).
- ☐ Receptacles placed per the requirements (every 12 feet, one in hall if over 10 feet in length, all walls over 2 feet must have one).
- ☐ Electrical boxes properly supported.
- ☐ Ground all metal electrical boxes with approved ground screw.
- ☐ All wiring must terminate in an approve box.
- ☐ NM-B (Romex©) must extend ¼" inside the box with 6" of free conductor in the box and 3 inches past the face of the box.
- ☐ Stair ways must have illumination.
- ☐ Pancake boxes cannot be used as a junction box (termination box only).
- ☐ Wiring properly supported within walls (8" from box and every 4').
- ☐ Fan boxes properly supported and rated for ceiling fans.
- ☐ Electrical wires not bundled for more than 24" (creates heat).
- ☐ Provide approved bushings for wiring entering metal boxes.
- ☐ Bond the metal gas and water lines (if no metallic piping, service panel should be labeled indicating "non-metallic water piping, do not use for ground").
- ☐ Bond the building if steel framed.
- ☐ Isolate the grounded conductor in the sub-panel and bond the metal enclosure.
- ☐ Install protective plates on all wiring within 1-¼" of the stud face.
- ☐ Seal all unused opening in the outlet box or service panel.
- ☐ Kitchen countertop receptacles properly spaced.
- ☐ Island countertops must have one receptacle.
- ☐ Bathroom receptacles to be within 36" of lavatory.

- ☐ Each lavatory must be served by a separate receptacle or one centered between lavatories not greater than 36" from either lavatory.
- ☐ Provide convenience receptacle within 25 feet of the equipment location and on the same level (if in crawl space, receptacle must be GFCI protected).
- ☐ Provide switch (at access location) and light in attic or crawl space for equipment and separate single receptacle for appliance plug-in if only one appliance at the location.
- ☐ Exits require lighting within 6 feet.
- ☐ Sub panels cannot be located in closets or bathrooms.
- ☐ Disconnect for appliances at appliance location unless service panel visible.
- ☐ Recessed cans rated for insulation cover or screened to prevent insulation from lying on top of cans.
- ☐ All junction boxes must be accessible.

Mechanical:

- ☐ Bath fans and exhaust ducts in tub/shower area and toilet rooms installed properly and vented to an approved location outside the building (fans attached to ducting with aluminum tape).
- ☐ Flexible supply ducts sealed at trunk line, joints, tap-ins and where fastened to boots with an approved mechanical connector.
- ☐ Boots supported on two sides at ceiling.
- ☐ Flexible ducting properly supported with no bends or sags restricting the air flow over 50%.
- ☐ Main supply trunk line insulated.
- ☐ Provide continuous walkway 24" wide from the attic access to the appliance location in the attic with a 30" platform in front of the appliance not longer than 20' (appliances should be installed and manufacturer's installation instructions provided at this inspection).
- ☐ Ducts into a garage for heating or cooling must have fire dampers installed.
- ☐ Return air properly located to assure air stratification.
- ☐ Dryer vent does not exceeds 25 foot limitation (subtract 5' for every 90 degree turn and 2 ½' for every 45 degree turn or provide manufacturers specifications).
- ☐ Dryer vent cannot be screwed together.
- ☐ Dryer vent material approved smooth rigid metal piping in concealed locations.
- ☐ B-vent termination location approved and high enough above roof with a back draft damper.
- ☐ B-vent for water heater minimum 5 feet from top of water heater to termination cap.
- ☐ B-vent must be used in all concealed locations including attics and crawl spaces.
- ☐ Screws cannot penetrate the inside wall of the B-vent.
- ☐ Provide 1" clearance of B-vent to combustibles.
- ☐ B-vent extends 6" below ceiling line at equipment location if not in concealed space.
- ☐ B-vent properly supported at off sets.
- ☐ B-vent fire blocked (metal) where it passes through floors and ceilings.
- ☐ Provide adequate combustion air for gas fired appliances (1 square inch for every 1000 BTU's upper and lower or if all combustion air drawn from the outside 1 square inch for every 3000 BTU's upper only).
- ☐ Exhaust ducting for range hood approved material with joints lapped properly (KD piping).
- ☐ Gas appliances in garage on an 18" platform and protected from impact.
- ☐ Manufactured fireplaces installed per the manufacturer's installation instructions.
- ☐ Insure proper slope and support on condensate drains and they must terminate in an approved location.

Drywall:

- ☐ Interior drywall braced wall panels installed and nailed where required on approved plans.
- ☐ Drywall properly nailed (7" on center for nails, 12" on center for screws).
- ☐ 5/8" drywall on the ceiling of the garage supporting habitable space above.
- ☐ Green board cannot be used in a horizontal application unless the framing members are 12" on center for ½" drywall 16" on center for 5/8" drywall.
- ☐ Drywall on interior ceilings is 5/8" or ½" ceiling rated (sag resistant) where framing members are 24 inches on center.
- ☐ Approved exterior drywall on exterior soffits at the porches/patio/covered entry.
- ☐ Drywall trimmed to 1" clearance around the B-Vent.
- ☐ Ceiling drywall installed perpendicular to the framing members.

Stucco:

- ☐ Approved vapor barrier installed.
- ☐ Weep screed installed at the base of the walls (2” above concrete, 4” above finished grade).
- ☐ Corner reinforcing wire installed (corner aid or diamond mesh).
- ☐ All pop outs properly installed with corner aid or diamond mesh or ribbed lath.
- ☐ Proper lap on wire (2” horizontal and 1” vertical) and approved wire type.
- ☐ Nailing (stapling) at 6” on center.
- ☐ Staples are not set too deep (penetrates surface).
- ☐ Lathing nailed or stapled with galvanized nails or staples to framing members.
- ☐ All horizontal surfaces to be stuccoed are covered with diamond mesh.
- ☐ Foam used in attic or crawl spaces is approved (flame spread/smoke density) or provided with thermal protection.

Yard lines:

- ☐ **Water yard line** fully supported on 6” of approved shade material for its entire length.
- ☐ Accessible water shut off within 18” of meter location (if city water or private water company).
- ☐ Shut off inside the structure at the pump location if well.
- ☐ Water yard line a minimum of 12” below finished grade (18” for elevations above 4000 feet).
- ☐ Copper to PVC connections are Schedule 80 plastic (no threaded Schedule 40).
- ☐ In line accessible backflow preventions installed at any T’s in water yard line.
- ☐ **Sewer yard line** requires a long sweep two way cleanout.
- ☐ Sewer yard line a minimum of 12” below finished grade (18” for elevations above 4000 feet).
- ☐ Sewer yard line fully supported on 6” of approved shade material for its entire length.
- ☐ Proper distance maintained from other utilities (see Burial Depth Handout).
- ☐ Proper slope on yard line to its inversion location (tank or sewer main).
- ☐ Backwater valve installed if connection to city sewer system.
- ☐ **Gas yard line** must be 12” below finished grade (plastic or iron piping).
- ☐ Gas yard line fully supported on 6” of approved shade material for its entire length.
- ☐ Gas yard line must be scotch coated for burial in the ground or approved plastic with a minimum 18 AWG copper tracer wire.
- ☐ Risers on plastic gas piping must be metal.
- ☐ Test on gas yard line (must hold 10# for 15 minutes on maximum 30# gauge).
- ☐ Proper couplings at piping connections.
- ☐ All couplings primed and taped with 40 ml tape to 6” beyond the coupling (primer should be visible beyond the tape).
- ☐ All abrasions in the piping primed and taped with 40 ml tape to 6” beyond the abrasion.
- ☐ Gas shut off at the house.
- ☐ A dialectic union 6” above finished grade prior to the gas piping entering the building.
- ☐ **Secondary electrical conduits** must be a minimum of 12 inches below grade and fully supported for their entire length by 6” of approved shade material.
- ☐ Approved glue used for conduit connections.
- ☐ Secondary electrical conduits under driveways must be 18 inches below grade.

Final Inspection:

General:

- ☐ Permanent house numbers installed visible from the street.
- ☐ All utilities connected to insure source of heat, hot water and sanitary facilities.
- ☐ Exterior grading complete providing a positive slope away from the structure (6" within 10').
- ☐ Door between house and garage is self closing 20 minute door and hinges adjusted so door closes completely.
- ☐ Continuous handrails on all stairs with 4 or more risers (3 or more treads/handrails must return in at the top and bottom of stairs).
- ☐ Guards on all platforms/decks more than 30" above finished floor or grade.
- ☐ Roof covering complete and flashings installed where required.
- ☐ Level landings at all exterior doors and top and bottom of stairs.
- ☐ All exterior wood protected from weather (primed or painted).
- ☐ Exterior post beam connections at patio/deck with approved metal connections.
- ☐ Doors do not swing over a step.
- ☐ Penetrations at exterior into structure or crawl space are sealed.
- ☐ Provide approved hearth at fireplace front where required.
- ☐ Appliances located in garage are protected from impact and on 18" platform if gas.
- ☐ No double keyed deadbolts installed.
- ☐ All penetrations from outside to inside have been sealed.

Electric:

- ☐ All circuits labeled in the service panel.
- ☐ Two different size wires not under the same lug unless approved by panel manufacturer.
- ☐ Two conductors cannot be served by a single breaker.
- ☐ Flexible conduit properly supported at AC units.
- ☐ AC disconnect not located behind the condenser.
- ☐ Flexible electrical conduit to condenser is not longer the 6'.
- ☐ Exterior/interior GFCI's working. (kitchen/bath/garage/outside/crawl space).
- ☐ All the unused breaker locations in the service panel are sealed.
- ☐ Clothes closet/storage closet lights not located close to shelf or restricted area.
- ☐ No open incandescent bulbs in closets.
- ☐ Cover plates on all switches/receptacles/unused light fixture locations.
- ☐ Exterior receptacles not located under a porch/or covered entry must have in-use covers.
- ☐ Motor for the jetted tub is accessible.
- ☐ GFCI reset for the jetted tub motor is accessible and functioning.
- ☐ Light fixtures installed and functioning.
- ☐ All bedroom circuits (receptacles/outlets) must be Arc-Fault protected.
- ☐ Disconnect at the water heater location if electric.
- ☐ Smoke detectors in place, interconnected and functioning.

Mechanical:

- ☐ B-vent termination caps installed and escution plates installed at ceiling lines.
- ☐ B-vent termination in approved location (8' from vertical surfaces or 2' above).
- ☐ Proper clearances maintained from B-vents to combustibles.
- ☐ Condensate lines/mechanical lines properly supported.
- ☐ Exhaust fan working.
- ☐ AC condenser is on an approved platform 3 inches above grade.
- ☐ Installation and operation instructions left with equipment.
- ☐ Shut offs in gas line installed at all appliance locations.
- ☐ Rigid nipple (BIP) installed to the exterior of the furnace housing.
- ☐ Dryer vent termination cannot be screened and of approved type.

Plumbing:

- ☐ Cleanout covers installed.
- ☐ No leaks detected in plumbing system.
- ☐ Traps under sinks level and trap arms sloped to drain.
- ☐ Angle stops/shut offs installed at lavatories/water closets.
- ☐ Base of the water closet sealed.
- ☐ Air gap for dishwasher at kitchen sink or high loop in dishwasher drain.
- ☐ Expansion tank at water heater (unless it's a well).
- ☐ T&P drain for water heater full size to exterior, independent, turns down 90 degrees and terminates 6" above finished grade at the exterior.
- ☐ Anti-siphon devices installed on hose bibs.
- ☐ Accessible shut off for fireplace/gas log lighter.
- ☐ Sediment traps at the furnace and the hot water heater downstream from the shut off valve prior to piping entering the appliance.