

## Required Building Inspections

The following is a list of required inspections in their normal order of completion. Although they may not all be applicable to your particular project, please use this list as a general guideline:

### Step 1 Inspections (must be approved before scheduling Step 2 inspections)

1. **Setback and Footings**—this is the initial inspection. Property pins must be located. Concrete forms must be placed on undisturbed soil, installed as shown on approved building plans. Reinforcing steel, in place, supported and splices tied (**concrete cannot be placed before inspection approval**). Caissons must be inspected by the engineer of record, with a wet-stamped letter approving the caissons given to the inspector.
  - 1.a. If an open hole inspection is required by a design engineer or county plans examiner, contact that engineer or hire one to perform an inspection after the crawl space or basement is excavated and prior to forming footings, to make sure the soil and water table are per the design parameters.
  - 1.b. After footing and foundation inspection, if you are in a Wildfire Hazard Area, the initial Wildfire Inspection is required.
  - 1.c. If a survey certification is required for the setback inspection, the surveyor's stamped letter must be provided to the building division at or before the foundation inspection showing the building is located per the approved plot plan. **Foundations may not be poured until setbacks are approved.**
  
2. **Foundation**—this is done after the foundation walls have been formed and the reinforcing steel is installed, but also prior to placement of concrete. Any prescribed below-grade insulation must also be in place.
  - 2.a. **Concrete Slab**—inspections of interior slabs are only required when the slab is poured monolithically with the foundation wall, when the slab requires reinforcing in excess of 6x6 10/10 w.w.m., or when building equipment, conduit, piping, accessories, and other ancillary equipment items exist in-slab or under-slab. (Exterior flatwork including driveways is exempt.) All items to be placed in or under slab must be in place and soil compacted. **Concrete cannot be placed before inspection approval.**
  
3. **Rough-in Underground Plumbing**—this is done after the underground or under-slab plumbing is installed but prior to its being covered (water test or five psi air test is required).
  - 3.a. **Radon Mitigation**—The sub-slab work must be ready at the time of underground plumbing inspection. The floor slab cannot be poured until this is completed. Radon pipe rough-in must be inspected prior to or concurrent with framing.
  - 3.b. **Slab Insulation**—if you have a walk-out basement or radiant floor heat, slab insulation is required by the Energy Code. The slab insulation must be ready at the time of underground plumbing inspection. The foundation cannot be backfilled until this is approved.

**Step 2 Inspections** (may only be scheduled after all applicable Step1 inspections have been approved)

4. **Septic System**—call the Larimer County Department of Health & Environment at (970) 498-7665 for septic system inspection requirements.
5. **Public Sewer Hook-Up**—call the applicable sewer district for your area for sewer hookup inspection requirements.
6. **Well or Water Service**—call the Colorado Division of Water Resources at (970) 352-8712 for well information or the water district for your area for water hookup inspection requirements.
7. **Gas Line Air Test**—this is done after gas piping, fittings, unions, and valves authorized by the permit have been installed and before any such piping has been covered or concealed or any fixture or appliance has been attached thereto. A 10-psi air test is required. Provide 18" depth for copper, polyethylene pipe (PE requires an 18 ga. tracer wire or metal tape), and factory-wrapped black iron. (Field-wrapped pipe cannot be installed underground.) If using an elevated pressure system (2 psi or greater meter set), a 30# pressure test is required upstream of the regulator. Regulator will be checked at final.
8. **Rough Plumbing and Air/Water Test**—this is done after the above ground plumbing (water and drainage piping) is installed and prior to or concurrent with the framing inspection. A ten-foot head of water test or five psi air test is required for the drain-waste-vent piping.
9. **Rough Heating & Vent/ Radon System**—this is done after the piping, heating, vent, and duct work has been installed. This inspection should also precede or be concurrent with the framing inspection. Clearances and venting are required per the manufacturer's installation instructions, which must be at the job site for inspection. Heating and cooling equipment sized per Manual J and ducts sized per Manual D.
10. **Electrical Rough-in**— this is done by a Larimer County Electrical Inspector after the premises wiring system has been installed, and prior to or concurrent with the framing inspection.
11. **Fireplace/woodstoves**— this is done before or concurrently with the frame inspection. Wood-burning fireplaces must comply with county/state clean-burning emissions requirements (see [www.larimer.org/building/woodburning.htm](http://www.larimer.org/building/woodburning.htm)). Zero-clearance fireplace or wood stove chimney inspections are made during heat and vent inspection. Masonry fireplace inspections (a) firebox, throat and damper are in place, and the first flue tile is ready to be set; and (b) after all flue tile is in place before capping. The wood stove must be in place at time of final inspection or vent capped off in a finished manner. Listed wood stove installation instructions must be on site for final inspection so clearance to combustibles and venting can be verified.
12. **Fire Sprinkler**—if required, the fire sprinkler system is to be inspected and approved by the fire department having jurisdiction (before frame inspection is called for) or by county for P2904 systems. Check subdivision status sheet to see if sprinklers are required and what type is needed.
13. **Frame**—this is done after the structure's walls, floors, and other framing members are in place and after the exterior sheathing has been installed. Additionally, the roof must be completed to the point where the building interior can be considered to be weather-protected. Stamped truss engineer's drawings and truss layout must be on site with county-approved plans for the inspector to check truss bracing. All of the sub-systems such as plumbing, mechanical, radon, and electrical, must be inspected prior to the installation of insulation, interior sheathing and wallboard. All required engineer's letters on footings and foundation as well as the perimeter drain, damp proofing/waterproofing, roof and wall sheathing certification forms must be completed and on site for the inspector. After the framing is approved and prior to placement of exterior claddings, a home energy certifier must be employed to verify the weather-resistive barrier/air sealing is installed per the manufacturers and energy code requirements.

- 13.a. **Narrow Wall Bracing**—Required where narrow wall bracing is called out on plans.
14. **Insulation** — (after approval of the framing inspection and prior to the installation of wallboard) the insulation inspection will verify proper R values, air sealing, insulation fire blocking, and general workmanship as required by the Energy Code. Blown attic insulation is inspected at final inspection, as are exposed insulation blankets attached to unfinished concrete walls in basements and crawl spaces. Inspector *may* allow framing corrections reinspection along with insulation.
15. **Gypsum Board & Plaster**— required ONLY where fire-resistive-rated construction is required on garage ceilings if there is habitable space above, between dwelling units, when exterior walls are within three feet of property line, or gypsum shear walls are required by design engineer. When needed, firewall inspections are done after gypsum board is in place, but before plaster or gypsum board joints and fasteners are taped and finished.
16. **Roofing**—this is done after roofing completed; need to leave proof of Class A or B label in the foothills or mountains and Class A, B, or C along the front range. Certification letter required from roofing contractor that roof fasteners were installed per manufacturer’s requirement for appropriate wind speeds of Larimer County and a roof ice barrier was installed.
17. **EIFS “Synthetic Stucco”**—this is done by certification letter. All wood residential structures must have a weather-resistive barrier. The first certification letter certifies that the installer wrapped windows, doors, and wood sheathing according to ICC acceptance criteria and their manufacturer’s installation requirements; the second certification letter certifies that the sealant is installed per ICC acceptance criteria and their manufacturer’s installation requirements.
18. **Final Inspection**—these are done after all work shown on the approved plans has been Completed. Final inspection approvals are typically required from the Building Division, County Health & Environment (if on septic), and possibly the local Fire Dept.
- Building Division**—this inspection is done after finish grading, all plumbing fixtures set, heating equipment set and working, blower door test approval, final electric inspection signed off by a Larimer County Electrical Inspector, and the building is completed and ready for occupancy. All applicable conditions of approval, such as drainage certification, radon test, and fire-sprinkler approval by fire departments when required, must be provided for certificate of occupancy.

# Certificate of Occupancy (CO), Temporary Certificate of Occupancy (TCO) and Letter of Completion

For new buildings, a CO is required prior to occupying the building. In certain cases, a Temporary Certificate of Occupancy (TCO) can be issued, pending minor remaining items awaiting completion or where only portions of the building are complete.

**Temporary Certificates of Occupancy**—TCOs may be issued, but only when an inspector verifies that all life-safety issues have been addressed and all agencies approve issuing a TCO. There is a \$600 fee for TCOs, which are valid for 180 days. If a full CO is issued within the first 30 days, all but \$40 will be refunded. If a full CO is issued prior to the 180-day expiration, \$100 shall be refunded for each full 30-day period remaining out of the original 180 day TCO period. Life-safety issues include:

- One complete working bathroom, with shower or tub, sink and toilet
- Kitchen sink installed and working
- Heating system (furnace, boiler or other) and water heater installed and working
- Electrical final approved by Larimer County Electrical inspector
- Health Department final (if applicable) approved
- Engineering drainage, access, and flood final (if applicable) approved
- Stairs, handrails, guardrails, smoke and CO detectors at building inspector's discretion
- Wildfire final inspection approved
- Final approval from applicable Fire Department if required by conditions of approval

Once all final inspection approvals are obtained, a CO will be issued for residential and commercial permits. A letter of completion is issued for Cabin permits. For accessory structures (such as barns, garages, and storage buildings), a Letter of Completion will be issued. These documents will automatically attach to the permit within 24 hours of final inspection and can be accessed via [Customer Access Portal](#) under the box labeled Attached Documents.

## **General Information**

The yellow building permit card must be posted on the job site. The address number must be posted at the County road or street. The customer's copy of the approved plans must be on the job site for each inspection. A re-inspection fee per our [adopted fee table](#) is charged if the permit card and plans are not on site for inspection, for inaccessible work, repeated trips on correction notices or as deemed necessary by the inspector. This is for the inspector's extra time and travel.

Most areas of Larimer County are inspected daily for building inspections and within 2 days for electrical inspections. **There is one area that is Wednesday and Friday only for building inspections.** If you are not sure which area applies to your permit, call our offices at 498-7670. To request an inspection, call 498-7697 or use our online [Customer Access Portal](#). You must have the permit and IVR numbers to schedule inspections. Requests confirmed before 11:59 pm can be done the next working day. Requests received at 12 am or later will be conducted no earlier than the day after the next working day.

**AM or PM scheduling requests will ONLY be considered for inspections when concrete must be scheduled or when someone is required to be home for inspector access.** While we try to honor time requests, the amount, type, and spacing of all inspections means we cannot always accommodate requests. Please call your inspector between 8 and 8:30 a.m. to confirm your inspection time

Specifically, we will only consider AM or PM requests for these inspection types:

- Footings
- Foundation
- Underground plumbing and under-slab radon mitigation systems.
- Structural Slab
- Slab insulation
- Miscellaneous permits requiring access to occupied interior spaces (boiler, furnace, A/C, fireplace, water heater, etc.)

### **Inspection Cancellation**

The Building Official requires inspectors to charge a fee per [our adopted fee](#) table for an inspection that is not ready as requested, for which no access or site address is provided, permit card or approved plans are not on site, or required corrections have not been made. The fee may be waived if our office is contacted and the inspection is canceled before the inspector goes to the site. Please call as early as possible to prevent assessing this fee.