



OFF FRAME MODULAR INSPECTIONS

BUILDING PLANS & PERMIT CARD SHALL BE IN PERMIT BOX ON THE DAY OF INSPECTION

Inspection Steps:

1. **FOOTING**: Concrete footing inspection before concrete is poured (Code #101)
2. **FOUNDATION INSPECTION**:
 - a. Before placement of house onto the foundation. (Code #103)
 - b. After scheduling foundation inspection, you must go online or call voice permitting (Code #814) to request an address. This will be your physical address and shall be posted on your home and at the road if you are more than 100ft from the road. This number shall remain on your home even after final inspection. **YOU WILL NOT HAVE FURTHER INSPECTIONS UNTIL YOU HAVE BEEN GIVEN AN ADDRESS.**
 - c. All foundation walls and piers must be erected and prior to any structural framing. **Do not backfill** interior or exterior foundation wall. Clean around foundation exterior to expose bedjoint.
3. **MARRIAGE WALL INSPECTION**: Open wall and roof - no siding or inside trim shall be installed. (Code #119)
4. **ROUGH IN**: Plumbing drain stack test & water service piping test. Electrical, mechanical crossover and includes any unfinished areas to be roughed in. Dryer vent extended to outside of unit shall be included (Codes #117)
5. **INSULATION**: If unfinished (Code #129)
6. **FINAL**: Steps, handrail & guardrails, plumbing, electrical & mechanical completed. E911 address on house and at road if home is more than 100ft from road. Positive drainage. (Code #121) Must have operations permit for new septic tanks as well as operable water before final.

Note: All permits shall be purchased before work begins. Inspections scheduled before 2:00 pm are usually available next business day. Inspections can be cancelled online before 2pm. Cancellations can also be called in at 910-893-7525 ext 3, or by calling the inspector directly, by 8:30 am on the day of inspection.

Inspections can be scheduled & status can be checked by phone at 910-893-7525 ext 1 or on the eTrakit Portal.

- Home is to be unlocked so the inspector can go in and check the panel box. If home is locked, there will be a **Re-inspection** fee that will have to be paid in the office or by phone before rescheduling the inspection. The inspector **will not accept money at the site.**
- If final inspection is approved, inspector will leave a green sticker in the meter box for the power company.



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BUILDING PLANS & PERMIT CARD SHALL BE IN PERMIT BOX ON THE DAY OF INSPECTION

Inspection Steps:

1. **FOOTING**: Concrete footing inspection before concrete is poured (Code #101)
2. **FOUNDATION & MARRIAGE WALL INSPECTION**:
 - a. Concrete block piers shall be mortared together or shur wall application, tie downs, anchors and marriage wall inspection – no exterior siding or interior trim shall be installed until marriage wall has been approved. (Code #103 & 119)
 - b. After scheduling foundation inspection, you must go online or call voice permitting (Code #814) to request an address. This will be your physical address and shall be posted on your home and at the road if you are more than 100ft from the road. This number shall remain on your home even after final inspection. **YOU WILL NOT HAVE FURTHER INSPECTIONS UNTIL YOU HAVE BEEN GIVEN AN ADDRESS.** Generally takes a few days to be completed.
3. **ROUGH IN**: Plumbing drain stack test under home, not above floor, test on water service piping of joints involved. Electrical compartment connection, mechanical cross over and clothes dryer vent run out and thru foundation wall (Code #107)
4. **INSULATION**: If unfinished (Code #129)
5. **FINAL**: Underpinning in place, handrail & guardrails if required, steps in place, sewer and water connected, electrical connected. E911 address on house and at road if home is more than 100ft from road, mechanical completely done. Expose sewer piping entering septic system. Cement round pipe. (Code #121). Must have operations permit for new septic tank as well as operable water before final.

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