



ROUTT COUNTY REGIONAL BUILDING DEPARTMENT

136 6th Street * P.O. Box 773840 * Steamboat Springs, CO 80477
(970)870-5566 * FAX (970)870-5489 * Email: Building@co.routt.co.us

INSPECTIONS POLICY

SCHEDULING INSPECTIONS - It is the responsibility of the permit holder, or the person doing the work authorized by the permit, to properly notify the building department of all work that is ready for inspection. Inspection requests may be scheduled by calling the inspection line or by entering a request online through their ViewPermit account. Inspection requests must be received the day prior to the inspection.

To schedule an inspection online:

- Log in to your ViewPermit Account
- Click on "Schedule an Inspection"
- Enter Job Address, Permit number, Contact Person and Contact Phone Number
- Select date you want the inspection scheduled for
- Select the type of inspection
- Add any additional information you feel would aid the Building Inspectors, ie., Gate codes or building access.
- Click "Request Inspection"

To schedule an inspection by phone:

- Call the RCRBD inspection line 970-879-0013
- Leave a message with your Permit Number, Site address, Owner's Name, Requested date of inspection, Type of inspection and any additional information you feel would aid the Building Inspectors, ie., Gate codes, contact information or building access.

WORK MUST BE READY FOR INSPECTION. It is the responsibility of individuals scheduling inspections to make sure the work is ready to be inspected and that the job is accessible and exposed for inspection purposes. **A re-inspection fee of \$50.00** will be assessed for work that is not ready and the inspection has not been canceled. Inspections should not be scheduled before the work to be inspected is complete. To cancel an inspection, call the office at 970-870-5566 by 9:00 a.m. the day of the inspection.

ROUGH AND FINAL INSPECTIONS: You must schedule building, electrical, plumbing and mechanical rough-in or final inspections for the **same day!** Due to the large geographical area served and the travel time involved, it is impractical for building department inspectors to make numerous trips to an individual job site for rough-in or final inspections.

SPECIAL REQUESTS: The Inspectors cannot accommodate special time of day requests due to the volume of inspections scheduled and the extensive area we cover.

****Here are some tips to minimize the delay of inspection approvals:**

- Check to make sure work is **COMPLETE** prior to calling for an inspection.
- Check to see that the work is in compliance with the approved plans and specifications.
- Make sure your **approved plans** are onsite and accessible to the Inspector.
- Make sure your Property Identification Card is posted in a **VISIBLE** location on the jobsite.
- If you are getting ready to pour concrete, have your required inspections done the **DAY BEFORE** your concrete is scheduled. *The Inspectors cannot accommodate special time of day requests due to the volume of inspections scheduled and the extensive area we cover.*
- Work shall not be done on any part of the building systems, building or structure beyond the point indicated in each successive inspection without first obtaining the approval of the building department.
- No part of any building or structure shall be covered or concealed without first obtaining the required inspections and approvals by the building department. The building department shall not be liable for any expense entailed in the removal or replacement of any material required to allow proper inspection.



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Routt County Regional Building Department

Required Inspections

What Do I Need On Site

Permit Applicant must have Stamped/Approved Plans from the Routt County Regional Building Department on site and available for our inspectors to reference in order to perform the requested inspections. The Permit Card and the Property Address must be posted and visible from the Public Right of Way.

What if I Have Changes to Submitted Plans

Any alterations/changes to existing stamped/approved plans must be submitted for review and approval to our Plan Review Examiner prior to work being performed or inspected on site. The new copy of the Stamped/Approved plans must then be on-site prior to inspections.

Can I Request Partial Inspections

Partial Inspections can be called for and our encouraged in order to perform all necessary inspections prior to enclosing walls, floors, ceilings, or other areas that may not allow access or inspections.

Type of Building Inspections Required

- **Footings & Isolated Pads:** Inspect the size of the footing, rebar installation, frost depth, and location on site in accordance with approved plans. All forms and rebar must be installed prior to inspection. Vertical Dowels if allowed by Plans/Specifications can be installed during the pour but shall be on-site for the inspection.
- **Foundation & Piers:** Prior to inspection a minimum of one side of the wall forms must be constructed, preferably the outside wall with all rebar installed and completed prior to the inspection. Inspect the vertical dowels, wall size and location, and rebar installation in accordance with approved plans.

- **Structural Solar Inspections:** All ground or rooftop solar installations will require building inspections including footing, piers, and final installation in accordance with approved plans for installation.
- **Sign Inspections:** All signs require building inspections including footing, piers, and final installation in accordance with approved plans for installation.
- **Perimeter Drain / Foundation Waterproofing/:** Inspection can be called for once all gravel is installed below the perimeter drain, partial gravel coverage is allowed on top of the drain with portions of the drain tile still visible for the inspection. Waterproofing application must be complete for inspection.
- **Foundation Insulation:** Inspect the type and installation method of the insulation in accordance with the approved plans. Inspection needs to happen prior to backfilling when below grade.
- **Structural Slab:** Inspect the structural components of the slab prior to pouring concrete in accordance with approved plans. NOTE When radiant tubes are installed under the slab you can call for both the Structural Slab inspection, Under-Slab Insulation and Pressure Test for radiant tubes at the same time if all work is completed.
- **Wood Foundation:** Inspect the foundation after it's completely constructed in accordance with the approved plans prior to backfill.
- **Lathe / Veneer:** Inspect both the lathe and weather barrier behind the lath and all associated flashing materials, or lintels installed in accordance with the approved plans upon completion and before application of finish materials.
- **Building Rough Framing Inspections:** Inspection of all interior and exterior floors, walls, and roof framing including all hardware, fasteners, connections, blocking, bridging, bracing, beams, headers, post to beam connections, truss bracing, stair construction, soffits, ceilings, and including all floor, and wall and roof sheeting in accordance with the approved plans.

NOTE: Partial Framing Inspections are expected in order to document all framing inspection items prior to enclosing. Exterior sheeting inspections shall be done prior to installing house wrap materials or insulation board over the sheeting to confirm fastening schedules have been met.

NOTE: The final building rough-in inspection cannot be approved until all other trades having approved rough-in inspections completed.

- **Roofing Underlayment Inspections:** Inspect the application of all underlayment materials, flashings and all other elements in accordance with the approved plans prior to the installation of any roofing materials. Final inspection upon completion of the install of all roofing materials.
- **Exterior Wall Inspections:** Inspect the sheeting, insulation board, for fastening requirements and nailing pattern. Inspect the underlayment/air barrier product and sealing of seems, flashings, lintels, around window and door openings and other weather related and air barrier products installed prior to installing siding materials. Final inspection called for once all siding material, stone, veneer, brick, stucco, or other products have been completely installed and all additional caulking or sealing has been completed. All work inspected to adopted code, approved plans, and manufactures specifications.
- **Insulation:** Inspection to include all interior and exterior insulation related to the Energy Code requirements or Fire Assemblies. This may require multiple inspections throughout the project prior to enclosing and include, under slab, floors, crawlspaces, walls, attics, rim joist, sealing between plate and sill, fire caulking and air sealing of all penetrations both on interior and exterior assemblies. All inspections done in accordance with adopted code, approved plans and manufactures specifications.
- **Drywall:** Inspect all drywall installation including; party walls and all other fire rated assemblies per layer to confirm fastening schedule and/or fire taping has been done in accordance with approved plans. Inspect wall and ceiling installation on the interior of the building prior to priming and painting work begins to confirm the proper type and size is in accordance with approved plans. Fire caulking inspections can be included with the drywall inspection.
- **Final Building Inspection:** Final Building Inspection to be done after approved final inspections for Electrical, Plumbing, and Mechanical have been completed. Final building inspection includes all doors, hardware, handrails/guardrails, address numbers, windows. Smoke/CO Alarms, and all other remaining items that may have been outstanding previous to the final inspection on the interior and exterior of the building.
- **Other approvals & inspections must be completed prior to Issuance of Certificate of Occupancy per the requirements of each Department.**
 - ✓ Routt County Departments: Planning and Zoning/ Road and Bridge / Environmental Health
 - ✓ City of Steamboat Springs Departments: Fire / Planning and Zoning / Engineering / City Finance /
 - ✓ Rural Fire Districts
 - ✓ Town of Yampa
 - ✓ Town of Oak Creek

Type of Electrical Inspections Required

All work to be done in accordance with current edition of the NATIONAL ELECTRIC CODE–NFPA 70

- **CES: Construction Electrical Service** – temporary power for construction purposes only. To be removed after construction is complete
- **Underground Electrical:** Conduit or direct bury wire installed in the ground after the meter. Inspected prior to burial. (NOTE – Electric Utility inspects underground from transformer to meter. See YVEA website for specifications.)
- **Soffit Electrical:** Rough electrical of wiring located in exterior soffits. This allows for soffits to be covered prior to complete electrical rough-in.
- **Grid Ceiling (COMMERCIAL):** Inspection for grid and light/outlet fixture supports as well as inspection of final electric above ceiling. Inspection must occur prior to ceiling tiles being installed.
- **Under-Slab Electrical:** Conduit installed under-slab or encased in concrete must be inspected prior to concealment.
- **Rough Electrical:** All boxes shall be mounted and cable and conduit shall be installed and properly supported. Wires into boxes, made up with grounds connected. Metal boxes shall be grounded and installed with listed cable connectors. Required nail plate protectors shall be installed. ALL WIRING INCLUDING low-voltage, phone/TV, security and sound MUST be complete at time of electrical rough-in inspection. Inspection is to occur prior to insulation.
- **TES: Temporary Electrical Service** – This is the “temporary” connection of utility power to the complete building Electrical system. This is for the purpose of testing and is considered temporary until a Certificate of Occupancy/Approval has been given. Rough Electric must be approved prior to TES inspection and 1 load per floor must be landed to a breaker. (Load = outlet or light)
- **Final Electric:** All switches, receptacles, required lights and other electrical equipment shall be installed and in operating condition. All plates and covers shall be on and panel shall have permanent panel schedules. Inspection must be done prior to or same day as Final Building inspection.
- **Pool/Spa bonding:** The inspection of bonded metals and rebar for pools and spa installations. Inspection is to occur prior to concealment
- **Solar- Rough Electric:** Inspection of wiring associated with solar installations. This includes underground or any wire intended for concealment. Inspection to occur prior to connection to building/utility and prior to concealment.
- **Solar- Final Electric:** Inspection of completed solar installation. All equipment shall be installed and in operating condition.

Type of Mechanical Inspections Required

- **Hydronic Piping Inspections:** Inspect the size, layout, notching, fittings, straps, supports, nail plates in accordance with the adopted code or approved plans. Hydronic piping shall be tested at a pressure of one and one-half times the maximum system design pressure, but not less than 100 pounds per square inch (689 kPa), the duration of each test shall be not less than 15 minutes and not more than 20 minutes.
- **Gas Piping Inspections:** Inspect all gas piping from the Gas Meter throughout the building for proper sizing, layout, notching, fittings, straps, supports, nail plates in accordance with the adopted code or approved plans. This includes underground gas piping ran to outdoor appliances, grill units, garages, or other buildings.
- **Gas Piping Pressure Test:** Gas piping must pass a pressure test, the pressure used must be a minimum of one and one-half times the proposed working pressure, but not less than 3 psig (20 kPa gauge). Where the test pressure exceeds 125 psig (862 kPa gauge) the test pressure shall not exceed a value that produces a hoop stress in the piping greater than 50 percent of the specified minimum yield strength of the pipe. The pressure must hold for a minimum of 10 minutes.
- **Duct Work Rough-In Inspections:** Inspect all duct work for sizing, fittings, connections, type of duct used, sealing of ducts, and strapping or fastening of all ducts per the adopted, approved plans, or manufactures specifications.
- **Duct Rough-In Inspections:** Inspect all return, supply, exhaust, and intake duct work for sizing, fittings, connections, type of duct used, sealing of ducts, smoke dampers, and strapping or fastening of all ducts per the adopted, approved plans, and manufactures specifications.
- **Type 1 and Type II Commercial Exhaust Hoods:** Inspect the entire commercial exhaust hood system in accordance with the approved plan, adopted code, and manufactures specifications for installation and fabrication of the exhaust hood.
- **Fireplace Rough-In Inspections:** Inspect the installation of the fireplace unit, the chimney or flu and any associated intake air to the unit in accordance with the adopted code, approved plan, and manufactures specifications.

- **Mechanical Rough for Furnace/ Water Heater / Boiler / ERV / HRV / Hydronic Piping/ Refrigeration/ Appliances:** Inspect the installation of all appliances and mechanical units in accordance with the adopted code, approved plans, and manufactures specifications for all connections and exhaust or intake lines.
- **Gas Piping Approval for Service:** All gas piping from the meter throughout the house must be tested and approved minus appliance connectors prior to inspectors approving the meter to be turned on.
- **Mechanical Final Inspection:** Inspect all mechanical equipment, appliances, exhaust, intakes, commercial exhaust hoods, under normal working conditions in accordance with the adopted code, approve plans, and manufactures specifications to ensure all equipment and properly working.

Type of Plumbing Inspections Required

- **NOTE: City of Steamboat Springs and Mount Werner Water Districts:**
 - All Plumbing work for both water distribution piping/sewer lateral piping done underground outside of a structure must be designed in accordance with the City of Steamboat Springs or Mount Werner Water Districts specific guidelines and specifications. All Inspections done on exterior water/sewer lines underground must be done by the Water District, see contact information below.
 - **Exterior Inspection Contacts**
 - City of Steamboat Springs: Amber Gregory at 970-871-8211
 - Mount Werner Water District: 970-879-2424
- **Under-Slab Drain/Waste/Vent Inspections:** Inspect the size, layout, slope, supports, and fittings of all under-ground drain/waste/vent lines in accordance with adopted code or approved plans. Testing requirements are either an Air Test of 5LB held for 15 minutes, or Water Test to a point of 10 Feet above the highest fitting connection in that section held for 15 minutes.
- **Drain/Waste/Vent Rough-In Inspections:** Inspect the size, layout, notching, slope, fittings, straps, supports, and nail plates, accordance with adopted code or approved plans. Testing requirements are either an Air Test of 5LB held for 15 minutes, or Water Test to a point of 10 Feet above the highest fitting connection in that section holding for 15 minutes.

- **Water Distribution Piping Rough-In Inspections:** Inspect the size, layout, notching, fittings, straps, supports, nail plates in accordance with the adopted code or approved plans. Piping shall be tested under a water pressure not less than working pressure of the system and shall be obtained from a potable water source, or for piping systems other than plastic by an air test of not less than 50psi held for no less than 15 minutes.
- **Hydronic Piping Inspections:** Inspect the size, layout, notching, fittings, straps, supports, nail plates in accordance with the adopted code or approved plans. Hydronic piping shall be tested at a pressure of one and on-half times the maximum system design pressure, but not less than 100 pounds per square inch (689 kPa), the duration of each test shall be not less than 15 minutes and not more than 20 minutes.
- **Gas Piping Inspections:** Inspect the size, layout, notching, fittings, straps, supports, nail plates in accordance with the adopted code or approved plans.
- **Gas Piping Pressure Test:** Gas piping must pass a pressure test, the pressure used must be a minimum of one and one-half times the proposed working pressure, but not less than 3 psig (20 kPa gauge). Where the test pressure exceeds 125 psig (862 kPa gauge) the test pressure shall not exceed a value that produces a hoop stress in the piping greater than 50 percent of the specified minimum yield strength of the pipe. The pressure must hold for a minimum of 10 minutes.
- **Plumbing Rough-In Inspections:** All drain, waste, vent, water piping, valves, pumps, laundry boxes, hose bibs, backflow preventers, sub-pumps, floor drains, roof drains, shower valves, Shower Pans and Receptors, and all other plumbing related items shall be inspected and approved prior to enclosing.
- **Plumbing Final Inspection:** Inspect all installed fixtures, faucets, appliances, to ensure the installation is per code, approved plans, and manufactures specifications and is in working condition prior to final approval. All exterior termination cover plates or boots to be inspected.