

## **Residential Building Inspection Documentation Checklist**

### **FORMS INSPECTION - PRIOR TO CONCRETE POUR**

- Excavation Site Safety P. Eng Report posted at the site
- Geotechnical Engineer Field report for soil bearing capacity (buildings and retaining walls)
- Structural Engineer Field report for rebar/structural (buildings and retaining walls)
- BC Land Surveyor Certificate Including setbacks, elevations, right of ways and easements

### **PRE-SLAB INSPECTION - AFTER INSULATION, AIR BARRIER, SEALANT INSTALLED - PRIOR TO CONCRETE POUR**

- Plumbing Under slab inspection complete
- Electrical Under slab inspection complete
- Fill P. Eng field report (depending on depth and material)
- Garage Proposed slab meets permit drawings (maximum 10% slope from slab to PL)

### **SHEATHING INSPECTION -AFTER WINDOWS AND DOORS INSTALLED**

- Structural Engineer Field report for sheathing/shear walls
- Confirm Windows/Doors/Skylights Meet NAFS standards

### **FRAMING INSPECTION**

- Plumbing Rough-in inspection complete
- Gas Rough-in inspection complete
- Electrical Rough-in inspection complete
- Sprinklers Rough-in inspection complete (sprinklered building)
- Mechanical Heating/Ventilation Checklist
- Structural Engineer Field report for framing and trusses
- Window Wells and Retaining Walls P. Eng assurance exceeding 4' in height
- Survey to confirm height of building
- Roof Truss Layout P. Eng stamped
- Roof Truss Specs P. Eng stamped
- Truss Joist Layout P. Eng stamped
- Truss Joist Specs P. Eng stamped
- Roof Decks over Living Space Assurance of membrane/decking assembly
- Exterior Building Paper Applied
- Moisture Content of Lumber Not to be more than 19%
- Fire Blocking/Fire Stopping Complete Architect/P. Eng field report (if applicable, alternative solutions, etc.)
- Roof Space Venting Installed

## **INSULATION/AIR AND VAPOUR BARRIER INSPECTION**

- Spray Foam Application Confirmation of date/time of application/ R Value/ Product
- No inspection within 48 hours of application
- Alternative Solution - Unvented Roof Space/Spray Foam Architect/P. Eng field report
- Revised Energy Report from Energy Advisor Documenting any changes
- Pre Drywall Air Leakage Results (If applicable)

## **DRYWALL / FIRE SEPARATION INSPECTION – PRIOR TO MUD/TAPE**

- Fire Rated Separations / Shafts / Assemblies
- Fire Stopping complete – CAN / ULC S115
- Fire Separations – listed system – documentation on site
- Fire Rated Separations / Fire Stopping Architect field report

## **RAINSCREEN INSPECTION**

- Not Applicable If building envelope registered professional retained and/or project is supervised under a warranty provider

## **FINAL BUILDING INSPECTION**

- Plumbing Permit Final inspection complete
- Gas Permits Final inspection complete
- Electrical Permits Final inspection complete
- Plumbing Site Services Permit Final inspection complete
- Sprinkler Permit Final inspection complete (if applicable)
- Structural Engineer Schedule C-B (buildings and retaining walls)
- Geotechnical Engineer Schedule C-B (buildings and retaining walls)
- Plumbing Schedule C-B Site drainage
- Architect Schedule C-B (if applicable)
- Alternative Solution Letter of assurance for completed work
- Glass Guard Assemblies and Windows in Stairways Acting as Guard P. Eng assurance
- As Built Energy House Performance Report
- Engineering Department Site review of project to obtain
- Planning Division Site review of development permit projects to obtain (coach/infill houses, duplexes, streamside development, etc.)

Checklist maybe used for typical single family dwelling, duplex, residential accessory/garage project.  
Scope of work may warrant additional inspections and documentation.

**TO AVOID FAILED INSPECTIONS, INSPECTIONS NOT CONDUCTED AND RE-INSPECTION FEES,  
ENSURE APPROVED PERMIT DRAWINGS AND DOCUMENTATION ARE ON SITE AND SITE SAFETY  
IS MAINTAINED.**