

REQUIRED INSPECTIONS FOR UCC PERMITS

APPROVED PLANS MUST BE ON SITE AT TIME OF INSPECTION

BUILDING:

- **FOOTING INSPECTION:** after footing is excavated and all rebar in place prior to any concrete.
- **FOUNDATION FORMS:** for solid poured walls after all forms and reinforcement are in place.
- **FOUNDATION:** prior to backfill, damp proofing installed, perimeter drain and stone installed. Ok for sill plate to be installed at this time.
- **SLAB:** vapor barrier and all required insulation installed. All underground electric and plumbing and fire must be approved prior to inspection.
- **SILL PLATE:** if not inspected as part of the foundation inspection. All bolts, straps and termite shield shall be in place.
- **OPEN DECK:** required if work is over a crawl space or less than 48" from the ground. All deck beams, joist, blocking and hardware in place.
- **SHEATHING:** prior to any wall coverings.
- **FRAMING:** all rough electric, plumbing, fire and mechanicals shall be installed and approved prior. All fire blocking and draft stopping shall be installed at this time. All truss bracing shall be installed and sealed truss drawing's must be on site. Frame Checklist shall be on site.
- **INSULATION:** prior to sheetrock being installed.
- **FINAL:** totally complete, prior to occupying any new space. Supply all required documents including: 1. ductwork or blower door test 2. Homeowners warranty for new homes 3. All final grading and approval letter from Township Engineer 4. Copy of all special inspection documents 5. Energy certificate installed in utility room.

ELECTRIC:

- **UNDERGROUND:** all piping, service wiring and grounding installed prior to any concrete or slab inspection.
- **ROUGH WIRING:** all wiring installed, boxes mounted, recessed lights in place and all splices and grounds complete.
- **SERVICE:** all breakers in place and labeled, panel cover off for inspection and all grounding in place.
- **ABOVE CEILING:** prior to any drop ceiling tiles installed, all mounting of boxes and equipment.
- **FINAL:** totally complete, prior to any furnishings moved into the space.

PLUMBING:

- **UNDERGROUND:** water, sewer, septic and storm drains prior to any backfill or cement being poured.
- **ROUGH PLUMBING:** all water and waste pipes installed and on test holding a PSI or full of water 10 feet above the highest drain.
- **GAS PIPING:** all piping and valves installed and holding a PSI test for inspection.
- **FINAL:** installation of all fixtures, piping trim and finished materials prior to occupancy. All temperatures set to meet the NSPC. Totally complete

FIRE:

- **UNDERGROUND:** required PSI test on any fire sprinkler piping prior to any ground covering. Thrush block installed on fire service supply.
- **ABOVE CEILING:** prior to any drop ceiling tiles installed and all mounting supports for all sprinkler pipe.
- **HOOD SYSTEM:** duct work installed with smoke or light test, hood system test for suppression and alarm (contractor must be on site for test and provide copy of transmittal report).
- **SMOKE CONTROL:** all smoke and CO detectors in place and all fuel fire appliances in place and working.
- **ALARM SYSTEM:** all alarm devices in place and working for residential. All devices installed and working with a complete test and call out for commercial buildings. (Contractor must be on site for test and provide a copy of transmittal report).
- **FINAL:** totally complete, prior to occupying any new space.

DEMOLITION WORK:

- **INSPECTION REQUIRED:** when structure is removed from property prior to backfill of any hole in the ground.
- **FINAL:** after all back fill and property returned to original grade.

NO BUILDING OR STRUCTURE SHALL BE OCCUPIED OR USED PRIOR TO THE ISSUANCE OF A CERTIFICATE OF OCCUPANCY.

NO WORK SHALL BE CONCEALED FROM VIEW, UNTIL THE CODE OFFICIAL HAS APPROVED ALL WORK.

TO SCHEDULE AN INSPECTION BY EMAIL, SEND EMAIL TO:

Inspections@haddonfield-nj.gov

Please provide: permit number, property address, type and detail of inspection requested along with the date requested.

ALL INSPECTIONS ARE CONDUCTED BETWEEN 11AM AND 2PM M-F

All inspection request need to be submitted at least 24 hours prior to request and may take up to three working days to be completed.

If you have any question you can reach the Construction Office at 856-429-4700 x 210