

City of Gallatin

Inspection Guidelines

Obtain permits prior to commencement of any work or excavation. Call (615) 451-5965 Engineering Department for all excavation permits and silt fence information. Work started without valid (paid) permits results in increased fees or delays. As the permit holder, it is your responsibility to request inspection by calling (615) 451-5970. We will make every effort to prioritize foundation inspection, but advance notice is still required. Please do not call for concrete ahead of the inspector as there is no guarantee the work will pass! Planning Division will do a site inspection of the material prior to installation. Call (615) 451-5796 Planning Division for all information concerning the site.

Building Official: Tony Allers 359
Residential: Art Brese Ext. 327
Commercial: Larry Mathews Ext. 344
Plumbing: Steve Vaughn Ext. 328
Property Standards: Johnny Morris Ext. 361
Mechanical: Larry Dennis Ext. 352
Permits: Cindy Brazel Ext. 345
Permits: Glenda Troutt Ext. 347
Engineering: Richard Snow (615) 451-5965 ext. 348
Planning: Robert J. Kalisz (615) 451-5796 ext. 351
General Code Information (615) 451-5968

Setbacks/Footing/Slabs

Iron pins or concrete monuments marking property corners must be located and exposed, property lines strung and batter boards set and strung. When excavation is complete, all vegetation removed, forms erected, reinforcement in place on chairs and tied, you are ready for inspection. Please do not backfill any excavation with stone, sand or other material without the inspector's prior approval. If "fill" is encountered an engineer designed footing is required. Consult the inspector when any unusual situation is encountered to avoid rejection. **DO NOT PLACE CONCRETE PRIOR TO INSPECTION!** Note: Portable toilet facilities are required on the job site.

Foundation Inspection

The Foundation Inspection is to be performed before framing is started and will consist of, but not limited to, the following issues:

- **Block work:** Masonry walls shall be designed and constructed in accordance with sections *R606* and *R607* of the 2006 IRC. All voids are to be filled on both the interior and exterior of all foundation walls. All masonry walls shall be supported, reinforced and anchored as set forth in sections *R606.8* through *R606.11*. All masonry mortar joints are to comply with sections *R607.1* through *R607.1.2* and *R607.2* through *R607.2.2.2*.

- **Piers:** All piers shall conform to the regulations as set forth in sections *R606.6* through *R606.6.1* of the 2006 IRC. The unsupported height of masonry piers shall not exceed ten times their least dimension. When structural clay tile or hollow concrete masonry units are used for isolated piers to support beams and girders, the cellular spaces shall be filled solidly with concrete or Type M or S mortar, when unfilled hollow piers may be used if their unsupported height does not exceed more than four times their least dimension. Hollow piers shall be capped with 4" of solid masonry or concrete or shall have the cavities of the top course filled with concrete or grout or other approved methods.
- **Anchor straps/bolts:** Straps/bolts are required every six foot and within 12" of the ends of the sill plate with a minimum of two bolts per each separate piece of board forming the sill plate of all bearing partitions and interior partitions on slab, per section *R403.1.6* of the 2006 IRC. Straps/bolts are to be used in accordance with the manufacturer's instructions.
- **Damp proofing:** **A.** Masonry foundations shall be damp proofed as amended in section *R406.1* of the 2006 IRC. A 3/8" portland cement parging is to be applied to the exterior of the wall starting at the footing and extending to the finish exterior grade level; then with a bituminous coating as described in section *R406.1* in the 2006 IRC shall be applied. **B.** Concrete foundation walls shall be damp proofed the same way **excluding** the portland cement parging. A product material spec sheet is required to be on site at the time of the inspection.
- **Foundation drains:** All foundations that retain earth are required to have a foundation drain that complies with sections *R405.1* through *R405.2.3* of the 2006 IRC as amended. The drain pipe must be sleeved or the backfill will be required to be rapped with an approved filter membrane material.
- **Crawlspace grading:** The crawlspace is to be sufficiently graded so any water infiltration will drain adequately. All low areas are to be filled and compacted with dirt or a crush and run gravel mix. The positive drain shall terminate into the foundation drain which shall be taken to daylight. It may be necessary in certain situations to provide multiple positive drains. Gravel may be added to a properly graded crawlspace only after the crawlspace grading has been inspected and passed.

Plumbing Underground/Plumbing Rough-In

When all underground piping is in place (including thrust blocking where required), all joints exposed, 10 foot head stack test or system filled to overflow of bathtub on highest floor, -or- 5 psi air test on drains and waste; 100 psi -or- working pressure +25 psi air pressure test on domestic water, you are ready for inspection. All hydrostatic tests must be witnessed for 15 minutes by the Plumbing Inspector. Note: All piping must be protected by nail guards (double width where appropriated)

Mechanical (HVAC) Rough-In

When all ductwork, piping, and related wiring are in place (all cutting, notching, blocking and support completed) call the Mechanical Inspector for your HVAC inspection. Dryer vents must be run prior to this inspection. Flex type dryer vent material is not permitted in concealed spaces. Mechanical appliances such as gas fireplaces are permitted separately and must be inspected also.

Exterior Building Façade Materials (Commercial Only)

When the exterior building façade materials arrive at the site and prior to installation of such materials to the exterior of the building notify the Codes/Planning Division for site inspection of the materials. The building façade materials consists of and not limited to all materials that produce an outcome to the concept of the architectural elevations, renderings, color and sample boards that was approved by the Planning Commission specific to that development or project. The General Contractor/Developer shall have a stamped approved set of drawings by the Codes/Planning Division showing the approved list of exterior building façade materials at the site and at the time of inspection.

Framing

Sub trade inspections (Plumbing, HVAC, and Electrical) must be approved prior to requesting this inspection. Roofing must be in place with all exterior sheathing properly nailed and flashings and brick ties installed. It is not permissible to install vapor retardant paper or “house wrap” prior to this inspection, but fasteners shall be spot checked by the inspector. All fire stopping, (approved fire rated caulk only) draft stops, blocking, etc. must be in place. This includes all tub drain chases, pipes, and wires, etc. All excessively notched framing members must be reinforced with approved hardware. Wind anchorage (hurricane straps) must be in place for inspection. Do not install siding or masonry veneer prior to this stage unless the inspector conducts a separate sheathing inspection, and do not insulate until after framing passes. Please dispose of waste materials properly.

Insulation

REScheck or COMcheck calculations are acceptable. US DOE support software is available and may be downloaded free at www.energycodes. A permanent certificate shall be posted on or in the electrical distribution which shall list the predominant R-values of the insulation installed as per. N1101.8 of the IRC Code.

Residential (One and Two Family) Final Inspection

Note: Please do not request a Final on any building until passed by the State Electrical Inspector! Structure and all appurtenances must be 100% complete and ready for occupancy. All work should be in place with final grading completed. Building numerical address numbers (3” minimum) must be posted and clearly visible from the street.

Commercial Inspections

Structures(s) must be complete and ready to occupy. All sub trade inspections must pass prior to requesting Final Inspection. The Fire Inspector must conduct a Final and he may be contacted at (615)452-2771. All site improvements must be completed unless prior approval has been obtained from the Codes/ Planning and/or Engineering Departments. Address numbers shall be 4" minimum unless otherwise specified by Fire Department or approved plans. All City Departments must indicate their approval (sign off) prior to issuance of a Certificate of Occupancy.

Swimming Pools

All pool installations must meet applicable provisions of Appendix G and Chapter 41 of the International Residential Code also Chapters 24 and 31 of the International Building Code where applicable. Any type of pool that is capable of water depth of 24 inches is subject to the barrier (fence) requirements in Section AG105. Fences must be a minimum of 48 inches high and opening are not to exceed 4 inches, with not more than 2 inches vertical clearance permitted between grade and the bottom of the fence. Gates must accommodate a locking device. Above ground pools require a Final and Setback inspection. In-ground pools require a test on the underground piping (Plumbing Inspection) and reinforcement must be inspected. Equipment/pumps must rest on a poured concrete pad; not pre-cast or "stepping stones."

Garages, Barns, Storm Shelters and other Accessory Buildings

Accessory buildings are required to be constructed in accordance with the International Residential Code. Portable buildings require a Final/Setback Inspection. Conventional "stick" framed buildings require a Footing/Slab/Setback Inspection prior to placement of concrete. Please note that IRC R-408.5 requires that all areas within the foundation must have all vegetation and organic material removed. Post holes must be inspected for post and beam or "pole barn" type structures. Note: All footings must extend to a full 12 inches below grade. Structures built on "fill" require engineered design. On site built storm shelters require Footing/Slab Inspections and form work and reinforcement must also be inspected. For pre-fabricated shelters, please submit the manufacturer's engineering design along with our permit application for the inspector's reference.

Manufactured Housing (Double Wides)

A Setback/Footing/Pier/Post hole inspection is required to set up a Manufactured home. Iron pins or concrete monuments are required to be exposed and lot lines strung, and batter boards set and marked. Do not place concrete prior to inspection. A Certificate of Occupancy is required prior to use and this includes: all appurtenances such as decks, stairs, porches and ramps. Any landing, deck larger than 4X4 feet are considered an addition and must be listed on your permit application and requires inspection. Plumbing and HVAC tie-ins, permanent perimeter enclosures and final grading must be complete. Building address numbers 3 inches in height must be posted and clearly visible from the street.

Note:

Our staff stands ready and willing to assist you with questions regarding your project. Although we cannot provide design services, we are able to supply valuable information of a practical nature to help you save time and avoid costly backtracking. When in doubt as to whether or not some thing will work (or pass inspection) please call the inspector appropriate to the trade and ask questions. You will receive a timely answer to your code questions. It is our goal to help you produce a good safe project that will last for years to come.

ATTENTION Owner Builders: Applicant must occupy the structure and not offer it for resale, lease, or rent for a period of two years pursuant to State of Tennessee Contractor's License Law (TCA 62-6-103).