



City of Centerville  
1880 Main Street  
Centerville, MN 55038

*Building Inspection: (651) 429-4750*

**SINGLE FAMILY  
DWELLING REQUIRED  
INSPECTIONS**  
Information Sheet

As a builder in the City of Centerville, you are responsible for scheduling all construction inspections and for the completion of each project in accordance with the permit and approved plans. This document outlines the “standard” inspections required by State and/or City Code for a single family dwelling. Other inspections may be required however. Verify all required inspections with the Inspector prior to starting each project.

To schedule inspections, simply call (651) 429-4750 weekdays between 7:30 a.m. and 4:00 p.m. You must have the permit number and site address ready when calling to schedule the required inspection(s). All inspections are scheduled for weekdays only. The first inspection available for the day will be 8:00 a.m. and the last opportunity for the day will be 3:00 p.m. All inspections are scheduled on a first come first serve basis. A 24-hour minimum time notice is required for all inspections. In some instances, however, it may take more than 24 hours to get an inspector out to your site. Please schedule as soon as possible and/or accordingly.

**TYPICAL RESIDENTIAL INSPECTIONS REQUIRED BY LAW:**

- 1. Erosion Control Inspection:** This inspection must take place prior to the footing inspection. The inspector will verify proper placement and installation of all required erosion control elements as shown on the approved site plan.
- 2. Footing Inspection:** All forms must be in place with all required rebar. Place no concrete until this inspection has been approved. *A contractor’s representative must be present for inspection.*
- 3. Sewer/Water Inspection:** Do not cover until approved. *Licensed Plumber must be present for inspection.*
- 4. Foundation Wall:** On masonry walls, all anchor bolts, core fills, damp proofing, drainage systems and exterior insulation must be installed. On poured concrete walls there are two wall inspections required. One prior to pouring concrete into the forms and one after the forms have been removed. Do not backfill until all above has been approved.
- 5. Electrical Rough-In:** After all boxes are in, wires are pulled and stapled and all pigtailed are spliced and wire-nutted together as required. Do not cover any wiring until approved. Contact Dave Kichler at 651-462-6829 between the hours of 7:00 – 8:30 a.m. Monday through Friday.

6. **Plumbing Rough-In:** Includes all drain, waste and vent piping, and gas piping. Air test on DWV per code. Pressure test all gas lines at 25# for 12 hours minimum. Do not cover any plumbing until approved. *Licensed Plumber must be present for inspection.*
7. **HVAC Rough-In:** All upper level ductwork and rough opening must be installed, including all flues and gas piping. Pressure test all gas lines at 25# for 12 hours minimum. Do not cover any ductwork, including underground ducts, until inspected/approved.
8. **Fireplace Inspection(s):** Fireplace unit(s) must be set including the flue, flue chase, gas line and fireplace box/chase. All gas lines must be pressure tested at 25# for 12 hours minimum. Verify required inspections for all masonry fireplace(s) with the Inspector prior to starting.
9. **Framing Inspection:** After successfully passing all prior inspections, this inspection may be scheduled. Windows/doors must be installed and the roof must be sealed weather-tight. Do not insulate until this inspection has been approved. *A contractor's representative must be present for this inspection. Approved plans, including the roof truss plans, must be on the site for the inspector.*
10. **Insulation and Vapor Barrier:** All exterior walls and windows and door joints must be insulated, including cantilevered floor areas and rim joists. All exterior wall penetrations, top plate/attic penetrations, window/door joints and openings through floors must be foamed/draft stopped. All exterior wall vapor barriers and ceiling vapor barriers must be installed. Do not cover any insulation/vapor barrier until this inspection has been approved.
11. **Sheetrock Inspection:** *(Required on all fire rated assemblies. Verify with Inspector. If required, do not tape until approved.)*
12. **Electrical Final Inspection:** After all fixtures have been installed and all electrical work is complete. Contact Dave Kichler at 651-462-6829 between the hours of 7:00 – 8:30 a.m. Monday through Friday to schedule all electrical inspections. You will need a permit number to schedule an inspection.
13. **Plumbing Final:** After all fixtures have been set, water meter is installed and sealed. Monometer test required per code. *Licensed Plumber must be present for inspection.*
14. **HVAC Final:** Furnace must be balanced and tested prior to inspection. All mechanical equipment must be operational. All valves

must be identified per code. Installation instructions must be available to inspector.

15. **Final Grading Inspection:** Prior to the Final Building Inspection/Occupancy, after the property has been final graded in conformance with the approved site plan and driveway is installed, this inspection is required. If graded areas have not been sodded, and/or vegetation has not been established, required erosion control measures must remain in place and will be checked.
16. **Final Building Inspection/Occupancy:** Prior to moving in any furniture and/or occupancy of the structure, after all previously mentioned inspections have been completed and approved, this inspection is required. All life safety items must be complete and address posted, floor coverings are installed in bathrooms and kitchen and all other work is complete. *Contractor's representative must be present. A Certificate of Occupancy will be issued if all is complete and approved*

*NOTE: This list is not all inclusive.*

*Per City Code:*

*Water service box required for curb stop located in driveway.*

*Sump pump to discharge to rear of property. City Code 150, Section 150.30.*

*As built. City Code 153, Section 153.43*