



City of North Port
Neighborhood Development Services
Building Division
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North Port, FL 34286

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INSPECTIONS GUIDE

This worksheet is meant to be a guide for the inspection process for a typical 1-Story, Single Family Residence on a Monolithic Slab Foundation with Block Walls

- As the contractor of record, you are responsible for the supervision of all subcontractors and adherence to all current codes
- All Approved Permit Documents, Construction Plans, & Engineered Submittals are to be provided for ALL Inspections. They are to be kept dry, legible and stapled together at **all times**. Permit documents shall be posted in an approved location.
- Any deviation from the original plans must be submitted for plan review, stamped & posted on job prior to Inspection. Reverse Plans are not acceptable for Inspections In the field.
- The Sub Contractor Form must be posted for review by Inspectors. Final Sub Contractor Verification Form must be submitted at time of Certificate of Occupancy issuance.
- Trash must be contained and silt fences maintained at **all times**.
- Inspection Fees for the same inspection: 1st rejection is \$75.00, 2nd \$75.00, 3rd \$150.00, etc. Each inspection type has an inspection number. Inspections may be requested by number.
- The Inspection process follows a specific sequence. **The computer will not permit inspections out of sequence.**
- Inspections with a 999 sequence number can be inspected at anytime.

Required Inspections			
Sequence	Code	Inspection Name	Inspection Description
10	905	PW—Soil Erosion Control: When to Schedule Inspection:	Silt screen is installed to meet city code requirements After lot clearing and when all required silt fencing is in place
10	807	Zoning—Arbzonrough: When to Schedule Inspection:	Land clearing inspection to review saved trees & protection of saved trees per the approved tree survey. Property lines & building setbacks are determined As soon as land is cleared & foundation form boards have been placed
10	401	Plumbing—Round/Underground 1 st : When to Schedule Inspection:	Inspection of under slab plumbing, onsite sanitary systems verified All plumbing is installed & under test. Engineer’s stub-out elevation sticker/report is posted with permit documents
10-60	907	PW—Surveyor Line & Grade: When to Schedule Inspection:	Surveyor marks the roadway for placement of culvert pipe Any time after lot clearing but prior to Building—Framing inspection

10-80	202	Electric—T-Pole/Temp Power: When to Schedule Inspection:	Installation of new electrical service & grounding system When the service installation is complete & properly grounded
10-80	402	Plumbing—Water Service: When to Schedule Inspection:	Installation of water service piping to utilities or well system When underground piping is installed & prior to backfill
10-80	425	Plumbing—Septic Hook Up: When to Schedule Inspection:	WHEN SEPTIC TANK IS PRESENT When septic piping is connected to septic tank & prior to backfill
10-80	404	Plumbing—Sewer: When to Schedule Inspection:	WHEN SEWER IS PRESENT When building drain is connected to sewer & under test
10-90	916	Admin—PW As Built Survey: When to Schedule Inspection:	Document needed to check correct lot elevations at PW Final Must be submitted to the Building Division prior to PW Final
10-90	810	Admin—Zng As Built Survey: When to Schedule Inspection:	Document needed to represent the final improvements to the property Must be submitted to the Building Division prior to CO
20	126	Building—Mono Slab: When to Schedule Inspection:	Slab/footing dimensions, reinforcement placed, compaction verified, termite treatment applied, vapor retarder installed Prior to concrete pour, termite verification sticker posted
20	207	Electric—Ufer Connection: When to Schedule Inspection:	Concrete-encased electrode installation/service grounding After the installation of the electrode & prior to concrete pour
30	819	Zoning—Spot survey: When to Schedule Inspection:	Certified survey to verify elevation of dwelling & location on property Survey to be submitted to the Building Division prior to going vertical
40	103	Building—Tie Beam or Wall Slab: When to Schedule Inspection:	CMU & reinforcement installed, precast & formed beams in place Prior to concrete, post engineer's truss letter with permit documents
50	122	Building— Roof Sheathing: When to Schedule Inspection:	Roof sheathing is nailed off Before Dry-In inspection
60	128	Building—Dry-In: When to Schedule Inspection:	Underlayment is installed, bucks installed at all openings After the dry-in is complete & prior to loading the roof or installing windows/doors
60	201	Electric—Rough: When to Schedule Inspection:	Electrical wiring & equipment installations, including low-voltage After Dry-In, prior to Framing

60	403	Plumbing—Tub Set/2 nd Rough: When to Schedule Inspection:	Installation of shower pans, tubs, DVM piping and water lines After Dry-In, prior to Framing
60	301	HVAC—Rough: When to Schedule Inspection:	HVAC duct work, exhaust duct work, required venting After Dry-In, prior to Framing
60	906	PW—ROW Mid Point: When to Schedule Inspection:	Inspection for erosion control & maintaining positive drainage Prior to Framing
60	602	Gas—Rough (When Present): When to Schedule Inspection:	Installation of gas piping system After Dry-In, prior to Framing
70	104	Building—Framing: When to Schedule Inspection:	Truss engineering, tie-down, fenestration, roof covering Prior to Insulation, all windows & doors installed, soffit channel/blocking started, roof covering complete
70	903	PW—Surveyor—Invert Final: When to Schedule Inspection:	Surveyor approval of correct culvert pipe placement Prior to Culvert in Progress inspection
70-80	177	Building—Soffit Insp: When to Schedule Inspection:	Product approvals checked, design pressure required. 10ft of each corner left open for inspector access After Framing, before finals
80	106	Building—Insulation: When to Schedule Inspection:	Energy calculations checked, insulation, dams & vents verified After Framing, prior to Drywall
80	909	PW—Culvert In-Progress: When to Schedule Inspection:	Culvert pipe installed per approved plans & checking erosion control After Invert Final and prior to PW Final Inspection
80-90	179	Building—Stucco & Lath/Siding In-Progress: When to Schedule Inspection:	Installation details per the FBC or manufacture's specifications When lath and house wrap is 100% complete and no more than 50% of the first coat of stucco or 50% of the siding is complete
90	299	Electric—Final: When to Schedule Inspection:	Electrical devices, lighting & equipment hot check When all work is complete & systems fully operational
90	399	HVAC—Final: When to Schedule Inspection:	HVAC appliances, devices & systems When all work is complete & systems fully operational
90	699	Gas—Final (When Present): When to Schedule Inspection:	Gas piping, valves & appliances installed When all work is complete & systems fully operational
90	499	Plumbing—Final: When to Schedule Inspection:	Plumbing fixtures, finished floors, finished bathrooms When all work is complete & systems fully operational
90	808	Zoning—Arbozonfinal: When to Schedule Inspection:	Zoning ordinance & landscape plan check When all landscaping & tree planting in complete
100	902	PW—Final: When to Schedule Inspection:	All city code drainage and restoration requirements have been met With Building Final and prior to issuance of a Certificate of Occupancy
100	199	Building—Final: When to Schedule Inspection:	Final inspections of building components & systems When all work is complete & dwelling is move-in ready

999	497	Admin—Health Dept Approval: When to Schedule Inspection:	Health Dept emails the Building Division N/A (You may call the Health Dept to check on the status, 941-861-3310)
999	198	Admin—Termite Verification: When to Schedule Inspection:	City of North Port Termite Verification form Fax/email/drop off the City of North Port Termite Verification form
1000	175	Admin CO Final:	Certificate of Occupancy Issued/Permit Closed

To obtain an inspection or to find the result of an inspection, please use the Click2Gov program. You may also call in an inspection with our Interactive Voice Response (IVR) system.

Click2Gov: <https://www.cityofnorthport.com/permit>

IVR: **855-941-4636**