

# City of Palmetto



## Inspection Scheduling and When to Schedule

Dear Customer,

Once you have the permit on site, you may schedule an inspection by email at: [inspections@citypalmetto.com](mailto:inspections@citypalmetto.com). Please complete the inspection scheduling form on the City website. If you do not have access to the form initially, please give the address, permit number, type of inspection, contact number and any special instructions in the email. Inspections received by 4:00pm will be conducted the next regular day of business, excluding holidays. The required inspections are but not limited to:

**Footing-** Once excavation, footing forming and placing of the required steel is complete and prior to any placement of concrete.

**Foundation-** Upon completion of all forming and the required steel is in place and prior to any placement of concrete.

**Under-Slab Plumbing-** After all building drain piping and water piping (if applicable) is complete and the required pressure test is on.

**Box Check-** Foundation survey must be on site to receive slab inspection. See permit to verify this is applicable.

**Slab Prep-** Once all plumbing is backfilled, turn-down footings and grade beams are excavated, vapor barrier is installed and reinforcement is in place.

**Wall Sheathing-** The wall sheathing nail off inspection is done prior to installation of the moisture barrier.

**Moisture Barrier-** The moisture barrier is installed, all joints taped and windows and doors flashed.

**Rough Building, Electrical, Mechanical and Plumbing-** Once all work is complete, required pressure test is on, and prior to placement of any insulation or drywall. All rough inspections are done at the same time.

**Insulation-** This is done after all insulation is installed in walls or sloped ceilings prior to drywall. Floors exposed to unfinished areas and blown attics may be done by final.

**T-Pole-** Inspection is done after temporary services have been erected and sufficiently braced. Note: a GFCI protected receptacle is required to be installed.

**Temp to Perm or Permanent Electrical Service-** All electrical must be complete and open outlet boxes where lighting fixtures are missing must be capped with wire nuts and blank covers installed. Burial depths for underground services must be inspected prior to backfilling.

**Sewer or Water Connection-** This inspection, if applicable, is made once all piping is installed and prior to backfilling.

**Final-** Whenever all construction, final grading, testing or other items are completed and the building is finished and prior to occupancy. Once the inspections are complete and approved, the inspector will sign the permit card. Should the inspection fail, a correction notice will be left on site. The permit must be posted on site to receive an inspection.

Sincerely,

Brian Epstein, Building Official

City of Palmetto

509 Toombs Street  
Palmetto, GA 30268

770-463-3377



# INSPECTION

PASSED  
 FAIL

