



COUNTY OF SURRY, NORTH CAROLINA

INSPECTIONS PROCESS FOR COMMERCIAL BUILDINGS

The Inspections Department will make several inspections at different phases to ensure that the project is being constructed in accordance with the NC State Building and Technical Trade Codes. The following contains a list of the standard inspections as required by NC Administrative Code with a brief description of the requirements for each inspection:

1. Footing Inspection - Footing inspections shall be made after the trenches are excavated, all grade stakes are installed, all reinforcing steel and supports are in place and tied, and all necessary forms are in place and braced before any concrete is placed.
2. Foundation Inspection – Foundation and crawl space inspections shall be made after all foundation supports are installed. Rebar and other reinforcement steel should be inspected prior to concrete or grout fill placement. Water-proofing/Damp-proofing, where required, should be installed and foundation drainage piping discharge should be visible. Foundation inspections should be completed before any backfill or crawl space leveling.
3. Under-Slab Inspection – Under-slab inspections, as appropriate, shall be made after all materials and equipment to be concealed by the concrete slab are completed. If parts of the plumbing or electrical system are to be installed under-slab, then those portions must be inspected and approved prior to the slab's subgrade preparation and building under-slab inspection.
4. Rough-in Inspection – Rough-in inspections shall be made when all building framing and parts of the electrical, plumbing, fire protection, or heating-ventilation or cooling system that will be hidden from view in the finished building have been placed, but before any wall, ceiling finish, or building insulation is installed.
5. Building Framing Inspection – Framing inspections shall be made after the roof (excluding permanent roof covering), wall, ceiling, and floor framing is complete with appropriate blocking, bracing, and firestopping in place. The following items shall be in place and visible for inspection:
 - a. Pipes;
 - b. Chimneys and vents;
 - c. Flashing for roofs and chimneys;
 - d. Insulation baffles; and
 - e. All lintels that are required to be bolted to the framing for support shall not be covered by any exterior or interior wall or ceiling finish material before approval. Work may continue without approval for lintels supported on masonry or concrete.
6. Insulation Inspection – Insulation inspections shall be made after an approved building framing and rough-ins inspection and after the permanent roof covering is installed, with all insulation and vapor retarders in place, but before any wall or ceiling covering is applied.
7. Fire Protection Inspection – Fire protection inspections shall be made in all buildings where any material is used for fire protection purposes. The permit holder or his agent shall notify the inspection department after all fire protection materials are in place. Fire protection materials shall not be concealed until inspected and approved by the code enforcement official. The fire



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protection inspection is typically performed in commercial buildings but may be conducted in residential buildings with sprinkler protection systems or other fire protection systems.

8. Final Inspection – Final inspections shall be made for each trade after completion of the work authorized under the technical codes. The Inspections Department offers a courtesy electrical temp-to-permanent power inspection prior to the final inspections so that the building may be energized for equipment testing purposes. Prior to requesting the temp-to-permanent power inspection, the electrical service equipment and grounding electrode system must be complete, and all readily accessible devices (switches, receptacles, etc.) must be made safe with wire nuts and cover plates if not complete.

Depending on the type of foundation, the under-slab inspection may be requested in advance of or at the same time as the foundation inspection. The rough-in and building framing inspections may be requested at the same time. This also applies to the building and technical trade final inspections.

The permit holder is responsible for scheduling each inspection and to provide access to and means for inspection. The Inspections Department requires construction plans be onsite and available to the inspector. If you are acting as a general contractor under the owner exemption, you are required to be present for all inspections unless plans are sealed by a registered design professional.

Once all inspections have been approved for the building permit and associated technical trade permits, the Inspections Department will issue certificates of compliance. Once all certificates of compliance are issued, and all other applicable agencies have approved (Fire Marshal, Environmental Health, Food and Lodging, etc.), then a Certificate of Occupancy will be issued.

If you have any questions about these procedures, please contact the Central Permitting office at 336-401-8300 and ask to speak with one of the inspectors. Also, please refer questions about the permitting and plan review processes to the Permitting Specialist staff members.