

# Building Inspection Checklist



**Building Inspections & Permits Division**  
302 S. Madison Avenue, Douglas, GA 31533 | Phone: 912-389-3423  
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To Applicant:

Always refer to the address when requesting an inspection. Inspections called in after 8:00 a.m. will be inspected the following day. Any request made without the required information will not be scheduled for inspection.

**Project Address:** \_\_\_\_\_




This checklist will inform you when to request an inspection for your project. If an inspection has failed, please correct the items noted on the inspection report and call for reinspection **BEFORE PROCEEDING TO THE NEXT PHASE**. This checklist is only designed to be a guide. Other inspections may be required depending on the type of structure or work. **DO NOT COVER ANYTHING UNLESS INSPECTED AND APPROVED.**

- Post your building permit so it is visible from the public road.
- Driveways must be installed according to city regulations.


The codes used in the City of Douglas as adopted by the State of Georgia are as follows:

2018 International Building Code	2020 International Electrical Code
2018 International Fuel Gas Code	2018 International Mechanical Code
2018 International Plumbing Code	2018 International Fire Code
2018 International Energy Conservation Code	2018 International Residential Code
2018 International Swimming Pool & Spa Code	Unified Land Development Code
City of Douglas Code of Ordinances	

## REQUIRED BUILDING INSPECTIONS


1. Foundation: Request inspection when items listed below are complete by calling (912) 389-3423.
  - a. Footing: Properly sized footings and/or piers with the correct amount and size of rebar to be installed at this point BEFORE covering up.  
 Call Building Inspections & Permits to schedule an appointment at (912) 389-3423.
  - b. Under-Slab Electrical and Plumbing: All under-slab plumbing must be visible and inspected prior to placing the base course and vapor barrier. A 10' (foot) head of water is required to test the drainage system for leaks or pressurize it to 10 pounds or a minimum of 15 minutes. Supply system pressure tests require 50 psi for 15 minutes of compressed air or working pressure from the water supply.  
 Call Building Inspections & Permits to schedule an appointment at (912) 389-3423.
  - c. Slab: This is inspected after the base course, termite treatment (later treatment is approved per code), and 6 mil vapor barrier are in place.  
 Call Building Inspections & Permits to schedule an appointment at (912) 389-3423.
2. Rough-In Inspection: Request inspection when the items listed below are complete. No insulation is to be installed prior to rough-in approval.
  - a. Framing: When framing is complete, felt is installed on the roof, and house wrap is on the exterior walls.
  - b. Electrical Rough: All electrical wiring is run with outlet boxes installed.
  - c. Plumbing Rough: All drain lines run with vent stacks through the roof. If the building is two stories high, a head test is required for the second story to check for leaks. All supply lines are in place and pressurized with water or air, and the gauge is accessible to the building inspector.

- d. Mechanical Rough: Heating and air conditioning equipment, ducts, flues, vents, drain pipes, and lines must be installed. Gas lines must have a constant 10 pounds of air pressure, and the gauge must be accessible to the building inspector to check for leaks.

 Call Building Inspections & Permits to schedule an appointment at (912) 389-3423.

3. Cover-up Inspection

4. Temporary Power to Building: In order to energize the meter, interior and exterior electrical components 6' (feet) high and below shall be terminated and all other receptacles to be in a safe state; all breakers wired in with panel cover removed for inspection; all disconnects installed; structure capable of being secured from unlawful entry.

 Call Building Inspections & Permits to schedule an appointment at (912) 389-3423.

5. Final Inspection for CO: All trades are completed, and the structure is move-in ready. All ULDC. Energy Certificates (blower door & duct blasting)

All contractors shall be listed on required forms prior to issuance of a Certificate of Occupancy/Completion.

By signing this, you are agreeing to adhere to the required inspections above, and all work will be done according to the current codes adopted by the City of Douglas, Coffee County, and the State of Georgia.

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Signature of Applicant

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Date: