



City of Mansfield

Tim Theaker, Mayor

Bureau of Buildings, Inspections, Licenses and Permits

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Residential Final Inspection Checklist

What to Expect during a final inspection? At such time as all work has been completed and a final inspection is requested, an inspection will be scheduled. A final plumbing inspection, where required must be completed, prior to a final building/mechanical and electrical inspection. Access to the work needs to be provided and special instructions (lock code, key location, etc.) need to be provided at the time the inspection is requested if the Owner or Owner's Agent (Contractor, designer, etc) will not be present for the inspection.

At such time as construction is completed in accordance with the approved set of plans, a final inspection shall be made in accordance with OBC 108.2. It is the responsibility of the Owner of the Owner's agent (contractor, architect, engineer, etc.) to call our office to request the final inspection. The following list outlines general and commonly overlooked items that are required to be completed prior to the final inspection.

General Items

1. Approved plans and site inspection sign off log posted on site.
2. Instructions for Inspector access given (garage door key code, location of key, etc.) if no one will be present during the inspection. This information is to be provided when requesting the inspection.
3. Permanent House numbers are installed, legible, and visible from the road.
4. All plumbing, electrical, and mechanical fixtures are installed.
5. Caulking, fire stopping, and sealing have been completed.
6. Final plumbing inspection is completed prior to the final building/electrical inspection.

Exterior Items

7. Final grading completed and sloped to facilitate drainage.
8. Exterior concrete and asphalt paving work completed.
9. Exterior decks and porches completed with stairs, handrails and guards where required.
10. Exterior siding and trim is installed and properly flashed/sealed.
11. Gutters and downspouts are installed and convey water away from the house.

Interior items

12. All appliances installed and properly vented where required.
13. Stairway handrails and guardrails installed.
14. Smoke alarms and Carbon Monoxide alarms installed, interconnected, and tested.
15. Kitchen cabinets and countertops installed.
16. Floor, wall, and ceiling finishes and trim have been installed.
17. Electrical devices installed and tested.
18. GFCI and AFCI receptacles and breakers have been installed and tested.
19. If furniture is installed in the rooms, all furniture shall be located in the center of rooms and away from walls so that installations in the walls and wall construction may be inspected.
20. Insulation is installed where required. Exposed insulation meets the requirements of R316.
21. Exposed non-metallic sheathed wiring (Romex) is protected where exposed.

22. Door hardware installed and functioning.
23. Accessible spaces under stairways are enclosed.
24. Approved closet light fixtures installed with correct clearances.
25. Combustion air is provided for appliances and fireplaces.
26. Bathroom exhaust fans and dryer exhaust installed and discharge to the exterior with proper terminations.

Energy Code

27. Programmable Thermostat Installed (1103.1.1 or 1105.3.1.1)
28. High Efficacy (Energy Efficient...Halogen, CFL, LED) bulbs installed in lighting fixtures as required
29. Building Thermal Envelope test and duct tightness test completed. Completed reports are present on the job site and a copy is made for the inspector.
30. Energy Code Certificate of Compliance is posted on or in the electrical distribution panel (1101.9 or 1105.1.8)