

REMINDERS FOR SCHEDULING INSPECTIONS:

765-747-7799

Inspections must be scheduled 24-48 hours in advance.

We cannot accommodate same day inspections called in.

Please provide the permit number and type of inspection needed.

This number is on the permit that is required to be posted on the job site.

To avoid any missed requests, all inspections must be called in.

We cannot take inspection requests through emails.

Failure to call for appropriate inspection can result in fines.

Contractors not registered, and doing work that requires permits are also subject to fines.

REQUIRED INSPECTIONS ARE THE BACK OF THIS PAGE.

REQUIRED INSPECTIONS FOR PERMITS

Delaware County Building Commissioner's Office
100 W Main St Room 206, Muncie, IN 47305
765-747-7799

THE FOLLOWING INSPECTIONS ARE REQUIRED FOR PROJECTS IN DELAWARE COUNTY (Additional inspections may be required depending on the project.)

***Site Inspection:** The proposed structure must be staked so the inspector can verify setbacks to property lines or other restrictions before permit is approved.

***Post Structures:** Post Structures are to have the post holes with a cast-in-place or pre-cast concrete post footing inspected before backfilling. A final inspection shall be made upon completion of the structure.

***Footing Inspection:** The footing must be inspected for proper depth below finish grade, for the width and thickness before concrete is placed.

***Foundation/Basement Inspection:** Foundation walls, piers, and anchor bolts are to be inspected before framing begins. Basement wall forms with reinforcement bars in place are to be inspected before concrete is placed.

***Under Slab Inspection:** Electrical, Plumbing, and HVAC work under concrete slab floors must be inspected prior to covering it with backfill and concrete.

*** Framing Inspection:** An inspection of the structural framing.

***Temporary/Permanent Electrical Service:** Temporary electrical poles must be inspected by the County Building Commissioner before the power company will energize them. Temporary poles must have GFI receptacles and braced in at least 2 directions.

*** Rough-In Inspections:** Electrical, HVAC, Plumbing Rough-Ins, and Fire Caulk must be inspected before insulation and wall board are installed.

***Final Inspection:** A final inspection is to be made prior to the Owner occupying the structure and a Certificate of Occupancy issued. All phases of the construction must be complete before the final inspection.

Any questions on the type of permit needed for a project, and when inspections are required, please feel free to contact us. We are here to help you.

Delaware County Indiana inspects according to the 2018 International Building Code, International Residential Code, International Fire Code, International Electrical Code, International Plumbing Code, and International Mechanical Code as adopted by the State of Indiana.