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CHELTENHAM TOWNSHIP

INSPECTIONS REQUIRED

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PERMIT # _____

1. GENERAL INFORMATION

CONSTRUCTION WORK FOR WHICH A PERMIT IS REQUIRED SHALL BE SUBJECT TO INSPECTION BY A TOWNSHIP BUILDING INSPECTOR AND SUCH CONSTRUCTION WORK SHALL REMAIN EXPOSED FOR INSPECTION PURPOSES UNTIL APPROVED.

FOR INSPECTIONS, APPLICANTS ARE ASKED TO CALL THE TOWNSHIP'S BUILDING & ZONING DEPARTMENT AT LEAST 24 HOURS IN ADVANCE TO SCHEDULE EACH INSPECTION. RESPONSIBILITY FOR NOTIFICATION FOR INSPECTIONS AT THE VARIOUS STAGES OF CONSTRUCTION LIES WITH THE APPLICANT AND/OR CONTRACTOR. IT IS THE RESPONSIBILITY OF THE PERMIT APPLICANT TO MAKE SURE THAT THE WORK AREA(S) REMAIN ACCESSIBLE AND EXPOSED FOR INSPECTION PURPOSES. TOWNSHIP BUILDING INSPECTORS WILL NOT ENTER AREA(S) TO BE INSPECTED WITHOUT A CONTRACTOR OR HOMEOWNER ON-SITE DURING THE SCHEDULED INSPECTION.

IF THE APPROPRIATE INSPECTIONS ARE NOT REQUESTED, UNINSPECTED WORK WILL NOT BE GRANTED FINAL APPROVAL.

FAILURE TO OBTAIN INSPECTIONS MAY REQUIRE APPLICANT TO MAKE ANY AREA VISIBLE FOR INSPECTION AT THEIR OWN EXPENSE.

2. INSPECTIONS REQUIRED

- INITIAL INSPECTION - THIS IS USUALLY REQUIRED FOR EROSION CONTROL AND SITE INSPECTION PRIOR TO START OF WORK.
- FOOTING INSPECTION - IS TO BE PERFORMED AFTER FOOTING IS DUG WITH CHAIRS AND RODS IN PLACE AND BEFORE CONCRETE IS POURED.
- FOUNDATION INSPECTION - IS TO BE PERFORMED BEFORE FRAMING WORK BEGINS OR BACKFILL IS INSTALLED. GREASE TRAPS (IF APPLICABLE), CLEANOUTS, FOUNDATION AND ROOF DRAINS MUST BE IN PLACE; FOUNDATION COATING MUST BE APPLIED, ANCHOR BOLTS AND TOP PLATE SHALL BE INSTALLED. POST-POUR FOOTING INSPECTION WORK SHALL BE CONDUCTED AT THIS TIME AND SHALL INCLUDE VERIFICATION OF THE DEPTH OF THE FOOTING, CONTINUITY OF THE FOOTING, WIDTH OF THE FOOTING, AND DETERMINING IF THE TOP OF THE FOOTING IS LEVEL. THIS INSPECTION WILL ALSO INCLUDE THE UNDERGROUND PLUMBING, UNDERGROUND ELECTRICAL (NOT INCLUDED IN TOWNSHIP'S INSPECTION) AND UNDERGROUND MECHANICAL INSPECTIONS. ALL UNDERGROUND PLUMBING, MECHANICAL AND ELECTRICAL TRENCHING MUST REMAIN OPEN AND ALL PIPING, SLEEVES AND/OR CONDUIT REQUIRED FOR UNDERGROUND UTILITIES SHALL BE IN PLACE AND PROVIDED WITH RODENT-PROOFING. NOTE: THE FOUNDATION MAY NOT BE APPROVED UNTIL THE PLUMBING, ELECTRICAL AND MECHANICAL UNDERGROUND WORK HAS BEEN APPROVED BY THE INSPECTOR(S).
- BACKFILL INSPECTION - IS TO BE PERFORMED TO CHECK THAT ONLY CLEAN FILL (NO ROCKS OR DEBRIS) IS USED TO BACKFILL. INSULATION AND DAMP-PROOFING ON EXTERIOR FOUNDATION WALL(S) SHOULD BE IN PLACE PRIOR TO THE INSPECTION.
- FRAMING INSPECTION - IS TO BE PERFORMED BEFORE INSULATION IS INSTALLED AND AFTER ALL ROUGH-IN WORK IS COMPLETE ON PLUMBING, ELECTRICAL AND MECHANICAL SYSTEMS, INCLUDING FIRE BLOCKING. THIS INSPECTION MUST BE PERFORMED PRIOR TO THE INSTALLATION OF ANY INSULATION MATERIAL. NOTE: THE FRAMING MAY NOT BE APPROVED UNTIL THE PLUMBING, ELECTRICAL AND MECHANICAL ROUGH-IN WORK HAS BEEN APPROVED BY THE INSPECTOR(S) FOR THAT DEPARTMENT.
- PLUMBING ROUGH-IN INSPECTION - IS TO BE PERFORMED AFTER THE ROOF, FRAMING, FIRE-BLOCKING, FIRE-STOPPING, DRAFT-STOPPING AND BRACING ARE IN PLACE AND ALL SANITARY, STORM AND WATER DISTRIBUTION PIPING IS ROUGHED-IN. THIS INSPECTION IS REQUIRED BEFORE THE INSTALLATION OF WALL OR CEILING MEMBRANES.
- MECHANICAL ROUGH-IN INSPECTION - IS TO BE PERFORMED AFTER THE ROOF, FRAMING, FIRE-BLOCKING AND BRACING ARE IN PLACE AND ALL DUCTING AND OTHER COMPONENTS TO BE CONCEALED ARE COMPLETE. THIS INSPECTION IS REQUIRED BEFORE THE INSTALLATION OF WALL OR CEILING MEMBRANES.

(CONTINUED, OTHER SIDE)

2. INSPECTIONS REQUIRED (CONTINUED)

- UNDER-SLAB INSPECTION - IS TO BE PERFORMED PRIOR TO THE POURING OF CONCRETE AND AFTER THE BASE COURSE OR SUB-BASE IS PROPERLY PREPARED, THE VAPOR BARRIER (IF REQUIRED) IS IN PLACE AND REINFORCING MATERIALS SUCH AS REBAR OR WIRE MESH IS PROPERLY POSITIONED.
- ELECTRICAL ROUGH-IN INSPECTION - IS TO BE PERFORMED AFTER THE ROOF, FRAMING, FIRE-BLOCKING AND BRACING ARE IN PLACE AND ALL WIRING AND OTHER COMPONENTS TO BE CONCEALED ARE COMPLETE. THIS INSPECTION IS REQUIRED BEFORE THE INSTALLATION OF WALL OR CEILING MEMBRANES.
- INSULATION INSPECTION - IS TO BE PERFORMED AFTER THE FRAMING WORK IS APPROVED BY THE DEPARTMENT AND ALL INSULATION MATERIALS HAVE BEEN INSTALLED. THIS INSPECTION IS REQUIRED BEFORE THE INSTALLATION OF WALL OR CEILING MEMBRANES.
- DRYWALL INSPECTION - IS TO BE PERFORMED BEFORE TAPING. IN A COMMERCIAL PROPERTY, THICKNESS OR RATING WILL BE VERIFIED.
- SEWER LATERAL INSPECTION - IS TO BE PERFORMED TO CHECK ALIGNMENT, PITCH AND SIZE OF PIPE. ARE THE DRAINS CLEAN; CLEANOUT LOCATIONS CHECKED AND LATERAL SHOULD HAVE PROPER SUPPORT.
- PLUMBING FINAL INSPECTION - IS TO BE PERFORMED AFTER THE BUILDING IS COMPLETE AND ALL PLUMBING FIXTURES ARE IN PLACE AND PROPERLY CONNECTED AND THE STRUCTURE IS READY FOR OCCUPANCY.
- MECHANICAL FINAL INSPECTION - IS TO BE PERFORMED AFTER THE MECHANICAL WORK IN THE BUILDING IS COMPLETE.
- FINAL ELECTRICAL INSPECTION - IS TO BE PERFORMED AFTER THE ELECTRICAL WORK IN THE BUILDING IS COMPLETE.
- FINAL FIRE PROTECTION SYSTEMS INSPECTION - IS TO BE PERFORMED AFTER FIRE ALARM SYSTEMS AND OR FIRE SUPPRESSION SYSTEMS ARE INSTALLED AND FUNCTIONING. THE DEPARTMENT HAS THE OPTION TO ACCEPT INSTALLATION AND TEST CERTIFICATES FROM THE INSTALLING CONTRACTOR(S) IN LIEU OF WITNESSING THE TESTING OF FIRE PROTECTION SYSTEMS.
- FINAL BUILDING INSPECTION - IS TO BE PERFORMED AFTER ALL ITEMS PERTAINING TO THE ISSUED BUILDING PERMIT HAVE BEEN COMPLETED. A CERTIFICATE OF OCCUPANCY OR TEMPORARY CERTIFICATE OF OCCUPANCY IS ISSUED (IF APPLICABLE) UPON APPROVAL OF FINAL INSPECTION. THESE ITEMS INCLUDE, BUT ARE NOT LIMITED TO:
 - GENERAL BUILDING:
 - INTERIOR AND EXTERIOR FINISH
 - EGRESS
 - FINAL GRADING
 - SITE PLAN COMPLIANCE
 - ROOFING MATERIALS/FLASHING
 - EMERGENCY LIGHTING SYSTEM
 - ROOFING MATERIALS/FLASHING
 - ELECTRICAL WORK
 - PLUMBING WORK
 - ACCESSIBILITY (INCLUDING SITE)
 - FIRE PROTECTION SYSTEMS (INCLUDING REQUIRED FIRE-RATED CONSTRUCTION COMPONENTS)
 - MECHANICAL WORK
 - ENERGY CONSERVATION

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