



ALLEN COUNTY, INDIANA BUILDING DEPARTMENT

200 E. Berry Street/Suite 180 FORT WAYNE, INDIANA 46802-1299 PHONE: (260) 449-7131
George M. Smith, Allen County Indiana Building Commissioner

IT IS THE RESPONSIBILITY OF THE PERMIT HOLDER TO REQUEST INSPECTIONS

BUILDING INSPECTIONS

1. Concrete (Footing, Slab, Basement Wall, Floor or Pier Inspections, etc....)

The Building Department has twenty-four (24) hours** to complete the inspections **AFTER** you are ready for inspection and the inspection request has been received. **You are ready for the inspection AFTER** the excavation is complete and all forms and reinforcements are in place. **As a courtesy**, every effort will be made to inspect within two (2) hours after your ready time, if that ready time is prior to 2:00 pm. ****This is for concrete inspections only**

DO NOT POUR CONCRETE UNTIL INSPECTION HAS BEEN PERFORMED.

2. Framing Inspection – Call will be made after all framing, bracing, fire-stopping, windows, doors, and roof are in place. All electrical wiring, plumbing lines, chimneys and vents are completed, prior to insulation or drywall.

DO NOT INSULATE OR DRYWALL UNTIL FRAMING INSPECTION HAS BEEN PERFORMED.

3. Final Inspection – Call will be made only after all mechanicals have been had a final inspection and structure is completed and before any occupancy.

ELECTRICAL INSPECTIONS

1. Service Change Only – Call for inspection when job is complete.

2. New House and Addition inspections:

a. Rough Inspection – Call when all wiring boxes and service have been installed. This inspection will be made before insulation and drywall are in place.

b. Final Inspection – Call will be made when all work is completed and before any occupancy.

PLUMBING INSPECTIONS

1. Plumbing Underground – Call when work is completed and before cover or concrete is placed.

2. Plumbing in basements, under floors, attics and in partitions – Call will be made when work is completed and before insulation or drywall is placed.

3. Final Inspection – Call will be made when all work is completed and before any occupancy.

HVAC INSPECTIONS

1. 1st Rough Underground – Call when work is completed and before cover or concrete is placed.

2. 2nd Rough – Call when duct work in basements, walls or ceiling is completed and before insulation or drywall is placed.

3. Gas Line Inspection – Gas line, pressure test, check size, fittings and type of material where applicable. (Pressure Test: Air to be put on by permit holder)

4. Final Inspection – Call when all work is completed and before any occupancy. Gas meter will be called in at this time.