



Commercial Building Inspection Summary Quick Reference

SCHEDULE INSPECTIONS ONLINE at <https://cityworks.rockwall.com/PublicAccess/login>
INSPECTION REQUESTS must be received by 7:30PM day prior to inspection to be included on the following business day's schedule. Specific time slots are not guaranteed. Inspections are assigned on inspection day based on volume of requests and inspector availability. Permit and Approved Plans must be posted on-site for all inspections.
INSPECTION CANCELLATIONS must be received by 9AM on the day of the inspection or may be subject to \$50 re-inspection fee. All fees must be paid before 9AM day of the inspection to avoid cancellation. To cancel your inspection, please call (972) 771-7709 and speak to Permit Technician.

Inspections	Required	When Requested	Comments
Phase 1 Temporary Pole	Yes	After T-Pole is set	Post address on T-pole Attach permit Pack to pole 8' ground rod required, with #6 min. grounding electrode conductor. Feeder wire size-Minimum #8 copper and all receptacles GFCI protected
Phase 2 Plumbing Rough	Yes	Prior to foundation make-up After floors are saw cut and plumbing installed	Address posted, Permit pack and plans on site Form survey required Portable toilet and trash bin on site Ball valve w/ SS handle on service at water meter
Phase 3 Foundation Grade beams, Saw-cut, Pour back, etc.	Yes	Prior to insulation and brick (smaller wood framed buildings with sheetrock ceilings)	Address posted, Permit pack and plans on site Engineer's foundation acceptance letter Portable toilet and trash bin on site
Rough Wall Frame, electrical, plumbing, mechanical & brick	Yes	Prior to insulation	Address posted, Permit pack and plans on site Portable toilet and trash bin on site All trades ready for inspection
Rough duct	Yes	Prior to insulating HVAC Ducts	Address posted, Permit pack and plans on site Portable toilet and trash bin on site All trades ready for inspection
Above Ceiling Electrical, Plumbing and HVAC	Yes	Prior to suspended ceiling or sheetrock installation	Address posted, Permit pack and plans on site Portable toilet and trash bin on site All trades ready for inspection
Underground Electrical	Yes	Prior to METER inspection	Address posted, Permit pack and plans on site Portable toilet and trash bin on site All trades ready for inspection
Type I hoods and ducts	Yes	Prior to fire wrap or chase construction	Address posted, Permit pack and plans on site Portable toilet and trash bin on site All trades ready for inspection
Type II hood s and ducts	Yes	Prior to ceiling installation To be inspected with type Hoods if both on site	Make-up air installed Address posted, Permit pack and plans on site Portable toilet and trash bin on site
Temporary Utilities Gas/Electric	Yes	After electric trim After all gas stops and connections installed	Pre-drywall energy inspection report Breaker panels labeled Pressure test gas system-for low pressure Use certified diaphragm gage
Flat work All sidewalks, patio, steps, etc.	Yes	Prior to concrete placement	Rebar on chairs Address posted, Permit pack and plans on site Portable toilet and trash bin on site All trades ready for inspection
Final Building Inspection Certificate of Occupancy Inspection	Yes	After building is complete and Certificate of Occupancy and any required Health permits are applied for	Must have electrical and gas meters set Permit pack and plans on site Third Party final energy inspection Occupancy report Double check reports for: domestic irrigation, fire line and point of use backflow protection devices (must be in permit pack) Structural Engineers building acceptance letter (If applicable) Portable toilet and trash bin removed from site Site work and landscape complete

Must comply with Fire Marshall, Engineering Dept. Planning and Zoning requirements.

10 business days' notice is required for Final Inspection / C.O. inspection. An application for a Certificate of Occupancy must be submitted to the Building Inspection Department along with any required Health Permits at least **10 business days** prior to Final Inspection / CO inspection.