



SANDY SPRINGS GEORGIA

Residential Inspections

Required inspections must be requested prior to concealment of work. Concealment of work without required inspections will result in the inspection being rejected. Rejected inspections for concealment of work are subject to a re-inspection fee and require a Building Official review on site. All inspections that have failed for a second time are also subject to a re-inspection fee at the discretion of the Building Official and/or Inspector.

Note: Third party inspections are currently allowed only where indicated below. Third party inspections shall be performed by a prequalified engineering firm approved by the City of Sandy Springs prior to inspection. All third party inspections shall be scheduled prior to the inspection and shall include the name of the prequalified engineering firm, contact person and phone number in the notes section of the requested inspection. All engineering letters shall include overall and close-up photos of the inspected work and clearly state what was inspected and what detail was referenced for the inspection. The final report must be turned into the City within 48 hours by e-mailing it to Inspections@sandyspringsga.gov. Please note that the 3rd party inspection report is still subject to City approval to verify compliance with the Building Code. If a deficiency is noted in the report or photos, additional retrofits or remediation may be required at the owner's/contractor's expense. Also note that the City will still need to do all the under slab utility inspections before they are covered up.

The City of Sandy Springs, Georgia requires the following list of inspections in the order listed below unless noted otherwise:

Preconstruction Inspections:

1. **Site Preconstruction Meeting** – On-site inspection to verify that all sediment and erosion control measures, construction drives and tree save fences are installed per the approved erosion control plan. The permit card must be posted in a weatherproof enclosure, visible from the street, with a copy of the approved construction drawings and the allowable City work hours clearly posted. This inspection is required prior to any of the following inspections.
2. **Building Preconstruction Meeting** – The builder shall schedule a building preconstruction meeting with the City of Sandy Springs to review the required building inspections and City specific details, order of inspections and OSHA safety compliance.
3. **Temporary Power Pole** – This electrical inspection is required prior to City of Sandy Springs' approval to the applicable power company. This inspection must occur prior to the Temporary to Permanent Power inspection.

Foundation Inspections:

4. **Building Foundation** – All foundation dimensions, reinforcement, embeds, etc. shall be approved prior to placement of concrete. Note: Building foundation inspections will be performed separately but can be scheduled at the same time as the retaining wall and deck foundation inspections. *Third party foundation inspections are allowed as noted above.*

5. **Retaining Wall Foundation** – All foundation dimensions, reinforcement, embeds, etc. shall be approved prior to placement of concrete. Note: Retaining wall foundation inspections will be performed separately but can be scheduled at the same time as the building and deck foundation inspections. Third party foundation inspections are allowed as noted above.
6. **Deck Foundation** – All foundation dimensions, reinforcement, embeds, etc. shall be approved prior to placement of concrete. Note: Deck foundation inspections will be performed separately but can be scheduled at the same time as the building and retaining wall foundation inspections. Third party foundation inspections are allowed as noted above.
7. **Third Party Foundation** – Select this inspection for all third party foundation inspections as noted above.
8. **Foundation Form Survey Submittal** – A foundation form survey is required for all new construction only when the building is located within 5 feet of any set-back, easement, or buffer. This will be determined during the plan review process. The foundation form survey shall include all setback dimensions and the distances from the building to the setbacks. The survey shall be signed by a surveyor licensed in the State of Georgia. The survey shall be e-mailed to Inspections@sandyspringsga.gov and include the permit number and project address and shall be submitted prior to the foundation and retaining wall form inspections.
9. **Building Foundation Wall Reinforcement** – All building foundation wall reinforcement, embeds, etc. shall be inspected prior to being fully enclosed in the concrete forms and/or filled with concrete/grout. No concrete forms are required to be installed for this inspection. For CMU walls, all vertical reinforcement shall be visible and tied to the bond beam located at the top of the CMU wall. Third party building foundation wall reinforcement inspections are allowed as noted above.
10. **Retaining Wall Reinforcement** – All retaining wall reinforcement shall be inspected prior to being fully enclosed in the concrete forms and/or filled with concrete/grout. No concrete forms are required to be installed for this inspection. For CMU walls, all vertical reinforcement shall be visible and tied to the bond beam located at the top of the CMU wall. Third party retaining wall reinforcement inspections are allowed as noted above.
11. **Third Party Wall Reinforcement** – Select this inspection for all third party building foundation and retaining wall reinforcement inspections as noted above.
12. **Foundation Wall Form** – For concrete walls only. After the foundation wall reinforcement has been approved and all the concrete forms have been installed, a foundation form inspection will be required to verify the correct wall thickness and placement of reinforcement within the wall. Third party foundation wall form inspections are allowed as noted above.
13. **Retaining Wall Form** – For concrete walls only. After the retaining wall reinforcement has been approved and all the concrete forms have been installed, a retaining wall form inspection will be required to verify the correct wall thickness and placement of reinforcement within the wall. Third party foundation wall form inspections are allowed as noted above.
14. **Third Party Wall Form** – Select this inspection for all third party wall form inspections as noted above.
15. **Foundation Waterproofing & Dampproofing** – This inspection is performed prior to backfill and after all damp proofing measures are installed.
16. **Under Slab** – Any concealed electrical, plumbing or mechanical utilities shall be approved prior to the slab on grade inspection.
17. **Slab on Grade** – Inspection of below grade moisture barrier, slab thickness, reinforcement size/spacing/clearance and slab penetrations shall be approved prior to the placement of concrete. Third party slab on grade inspections are allowed as noted above.

Building Inspections:

18. **Sheathing Inspection** – An inspection of the exterior sheathing is required to verify the proper placement of the sheathing around openings and proper fastening pattern.
19. **Water Resistive Barrier / House Wrap** – Often referred to as “house wrap,” this inspection is required to verify that the water resistive barrier is installed per the building code and manufacturer’s specifications. This inspection is performed after all windows and doors are installed and properly flashed.
20. **Building Rough Combo** – All rough framing, mechanical, electrical and plumbing inspections have been combined into one convenient inspection to be done on the same day. The gas pressure test is a separate inspection, but can be scheduled at the same time as the rough inspection. Individual rough inspections can still be performed separately at the contractor’s request.
 - a. **Building Rough Framing** – All final framing, holdowns, fireblocking, etc. shall be installed per code (Note: Building rough framing inspections will be performed separately but can be scheduled at the same time as the deck rough framing inspection.)
 - b. **Rough Mechanical** – All rough mechanical connections shall be installed per code.
 - c. **Rough Electrical** – All rough electrical connections shall be installed per code.
 - d. **Rough Plumbing** – All rough plumbing connections shall be installed per code.
 - e. **Townhouse Firewall** – All firewalls separating townhomes shall be installed per code.
2. **Deck Rough Framing** – All final deck framing, holdowns and connections shall be installed per code (Note: Deck framing inspections will be performed separately but can be scheduled at the same time as the building rough framing/combo inspection.)
21. **Site Inspection** – On-site inspection to verify general adherence to the approved site plan and to monitor the continued maintenance of all sediment and erosion control measures, construction drives and tree save fences
22. **Gas Pressure Test** - The gas pressure test is required prior to the City of Sandy Springs’ approval to the applicable gas provider. This can be scheduled at the same time as the rough combo inspection.
23. **Insulation** – Prior to the installation of drywall, all insulation shall be installed at all walls (including all windows and doors), floors, ceilings and rafters as required by code.
24. **Temporary to Permanent Power** – This electrical inspection can be requested any time between the rough and final electrical inspections to allow power to the structure.
25. **Water Service Tap** – The water service tap inspection can be requested any time between the rough combo inspection and final combo inspection.
26. **Sewer Service Tap** – The sewer service tap inspection can be done at any time between the rough combo inspection and final combo inspection.
27. **Water Quality Device / Storm Water Receptor** – The materials for these devices shall be on site but not installed to verify the correct devices are being used. The pit excavation shall also be complete at the time of inspection to verify the correct pit dimensions are being used. This inspection should take place prior to the Final Site Inspection.

Final Inspections:

28. **Final Building Combo** – All final mechanical, electrical and plumbing inspections have been combined into one convenient inspection to be done on the same day. Individual rough inspections can still be performed separately at the contractor’s request. All appliances shall be installed and in working order.

- a. **Final Mechanical** – All final mechanical systems shall be installed per code and in working order per the manufacturer’s specifications.
 - b. **Final Electrical** – All electrical outlets, GFCIs, switches and panel systems shall be installed per code and in working order per the manufacturer’s specifications.
 - c. **Final Plumbing** – All final plumbing fixtures and hot water systems shall be installed per code and in working order per the manufacturer’s specifications.
29. **Final Site Inspection** – The final site inspection may be requested at any time once all final landscaping and water quality measures are installed. An as-built survey signed by a surveyor licensed in the State of Georgia shall be submitted to the site inspector at the time of the inspection. Any As-Built Water Quality Certificate, Tree Letter, Engineering Certifications, Elevation Certificates or any other required documentation must also be presented to the site inspector at the time of the inspection.
30. **Final Fire Inspection** (townhomes 4 stories or more in height) – The final fire inspection may be requested at any time once all fire suppression and life safety items have been installed and the project is ready for CO/TCO/CC. To schedule a Final Fire Inspection, contact the Fire Marshal’s office at 770-206-4362.
31. **Elevator Final** (if applicable) – Submit a copy of the approved Fulton County elevator certificate to the City
32. **Deck Final** (if applicable) – All deck framing, stairs, guardrails and handrails shall be installed per code.
33. **Retaining Wall Final** (if applicable) – All retaining walls shall be installed and faced with the City approved veneer. All guardrails shall be installed where the retaining walls are more than 30” above the lower grade measured anywhere within 36” horizontally from the face of the wall.
34. **Final Zoning Inspection** – This inspection is only required to verify compliance with any conditional variances to the zoning regulations that have been agreed upon during the permit review process.

I have read and understand all the inspection requirements required by the City of Sandy Springs, GA as stated above. I understand that any failed inspections may result in a re-inspection fee, a citation or a stop work order and that the contractor/owner is responsible for any expenses, time and labor related to correcting the deficiencies noted at any time. I understand that the Building Official may perform and/or require additional inspections as necessary to enforce the building codes.

 Building Permit No.

 Date

 Signature

 Printed Name

 Company

 Title