

REQUIRED INSPECTIONS

ALL FOOTER, FOUNDATION, FRAMING, INSULATION, ELECTRIC, PLUMBING AND FINAL BUILDING INSPECTIONS MUST BE CONDUCTED BY THE INSPECTION AGENCY THAT WAS CHOSEN BY THE APPLICANT AT THE TIME OF THE PERMIT APPLICATION. THIS INSPECTION AGENCY WILL BE LISTED ON THE BUILDING PERMIT. LISTED BELOW IS THE CONTACT INFORMATION FOR THOSE AGENCIES:

FIRST STATE INSPECTION AGENCY
111 SOUTH RACE STREET
GEORGETOWN, DELAWARE 19947
1-800-468-7338

MIDDLE DEPT. INSPECTION AGENCY
8673 COMMERCE DRIVE, UNIT 2
EASTON, MARYLAND 21601
1-800-242-6342 or 410-822-8300

ALL INSPECTIONS MUST BE SCHEDULED A MINIMUM OF **24 HOURS IN ADVANCE**. YOU MUST HAVE YOUR **BUILDING PERMIT NUMBER AVAILABLE** OR THE INSPECTION WILL NOT BE SCHEDULED.

PLEASE BE AWARE THAT ONE COMPLETE SET OF APPROVED CONSTRUCTION PLANS MUST BE AVAILABLE ON THE JOB SITE FOR THE INSPECTION AGENCY AT ALL TIMES. FAILURE TO HAVE CONSTRUCTION PLANS ON SITE WILL RESULT IN A FAILED INSPECTION AND A RE-INSPECTION FEE WILL BE APPLIED.

PRELIMINARY INSPECTION

A preliminary inspection is conducted by the Caroline County Department of Planning & Codes for all permit applications. The site must have the proposed construction clearly staked so that the Inspector can verify the proposed construction with regard to size, location and setbacks shown on the building location plan. This inspection is conducted prior to the issuance of all building permits.

FOOTER & FOUNDATION

Footer and Foundation Inspections are required for all new dwellings, additions, and accessory structures. It is your responsibility to contact the Inspection Agency listed on your building permit. The contact information for those agencies is listed above.

FOUNDATION COMPLETION

Foundation Completion Inspections are required for all new dwellings and additions to dwellings **prior to backfilling or start of framing** but after placing of concrete for footings or floor slabs, perimeter insulation, moisture proofing, parging, and drain tile (where required). It is your responsibility to contact the Caroline County Department of Planning & Codes at 410-479-8100.

FRAMING & INSULATION

Framing and Insulation Inspections are required for new dwellings and additions to dwellings. It is your responsibility to contact the Inspection Agency listed on your building permit. The contact information for those agencies is listed above.

ELECTRICAL & PLUMBING

Electrical and Plumbing Inspections are required for all electrical and plumbing work performed. Inspection Forms and Fee Schedules are available at the Caroline County Department of Planning & Codes. **Electrical and Plumbing Inspection fees are paid separately and are not included in your original application fees.**

SEE REVERSE SIDE

FINAL INSPECTION

A final inspection is required for all new dwellings, additions, pools and accessory structures. It is your responsibility to contact the Inspection Agency listed on your building permit. The contact information for those agencies is listed above. **All agricultural buildings require a final inspection from the Caroline County Department of Planning & Codes at 410-479-8100.**

OCCUPANCY PERMIT

An occupancy permit is required for all new dwellings and additions to dwellings. It is your responsibility to contact the Caroline County Department of Planning & Codes. You must have received a Certificate of Potability and a Sanitary Construction Completion Certificate from the Caroline County Environmental Health Department prior to scheduling an inspection for a Certificate of Occupancy.