

## **REQUIRED INSPECTIONS**

### FOR DWELLINGS, ADDITIONS, AND ACCESSORY STRUCTURES

**ALL FOOTER, FOUNDATION, FRAMING, INSULATION 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**

**ELECTRICAL AND PLUMBING INSPECTIONS MAY BE CONDUCTED BY EITHER INSPECTION AGENCY AND THAT DECISION IS AT THE DISCRETION OF THE CONTRACTOR. THE PLUMBING AND ELECTRICAL INSPECTION FEES ARE NOT PART OF THE BUILDING PERMIT APPLICATION FEES AND ARE PAID SEPARATELY TO THE INSPECTION AGENCY.**

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 & Engineering 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 & Engineering 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.

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## **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 & Engineering. These inspections may be conducted by either Inspection Agency listed above. **Electrical and Plumbing Inspection fees are paid separately and are not included in your original application fees.**

## **FINAL INSPECTION**

A final inspection is 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. **All agricultural buildings require a final inspection from the Caroline County Department of Planning, Codes & Engineering 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 & Engineering at 410-479-8100. 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.