



CITY OF TIOGA BUILDING DEPARTMENT INSPECTION REQUESTS

Call City of Tioga Building Department at 701-664-2840 to request an inspection.

Note: If pouring concrete, please specify time of pour.

ALL INSPECTIONS REQUIRE A MINIMUM OF 24 HOUR NOTICE.

All phone inspection request must be received by **3:00 pm.**

All requests received **after 3:00 pm** will be scheduled on next business day or within the 24 hour period.

Requests must contain the following information:

- ~**Date of inspection request, A.M or P.M preference, or concrete pour time if necessary.** (We will make every attempt to meet your request.)
- ~**Permit Number** (If possible date permit was issued)
- ~**Owner/applicant name** as it appears on the permit
- ~**Site address** as it appears on the permit
- ~**Type of inspection being requested**
- ~**Contact name and phone number**

Required Inspection:

- ~**Footing**- Call when footing forms and reinforcing are in place, but prior to the placement of any concrete.
- ~**Foundation Walls**- Call when wall forms are complete and all reinforcing is in place, but prior to placement of concrete.
- ~**Drain Tile/sump pit/Foundation Water Proofing.**
- ~**Concrete Slab**- All construction materials and labor to industrial standards.
- ~**Framing**- call when structural components are complete but prior to concealing with insulation or finishes. **Note:** All Electrical and Plumbing rough in must be in place. (Have all engineered roof truss and floor layout on site for inspection)
- ~**Energy Conservation**-Call when all insulation is completed, when all windows, doors & exterior weather barrier are in place.
- ~**Final**- Call when project is completed with an Energy Certificate in place, but prior to occupying the structure (if new structure). Note: Final Electrical and Plumbing inspection is needed before certificate of occupancy is given.

ALL CONSTRUCTION MUST MEET THE BUILDING CODES / ORDINANCE FOR CITY OF TIOGA, NORTH DAKOTA.

NOTE: While this represents the “required” inspections, additional inspections will be made at the request of the permit holder if any questions arise which necessitate an on-site visit. Failure by permit holder to make sure that all required inspections are complete may result in the withholding of the final inspection for the project. This could complicate financing, refinancing, or the resale of the property.