

#### **GENERAL PROCEDURES**

All Inspectors shall read and become familiar with these procedures

Inspections carried over from the previous working day shall be given priority and must be performed first.

Inspection cancellations must be documented on the comment line with the name and telephone number of the person that requested it and the time of the request.

When a jobsite is not accessible always leave a tag and record in the comments line "Left tag at......."

Before using disposition code 035 "Unable to locate" use the Property Appraiser's web site http://www.miamidade.gov/pa/property\_search.asp and/or call your supervisor. If permit holder cannot be reached place the hold code 067.

Do not use Field Check Disposition 010 without obtaining approval from supervisor.

The work shall be inspected for compliance with the permit plans and the applicable Code (FBC or SFBC).

The permit holder (contractor or owner builder) is responsible for the job and shall inspect the work and ascertain it meets code requirements before calling for inspection.

Temporary buildings and sheds used exclusively for construction purposes are exempt of a building permit (**Z**oning Improvement **P**ermit required). Mobile homes used as temporary offices are required to comply with the requirements of F.S. Chapter 553, Part V relating to accessibility by individuals with disabilities.

Verify that you are recording the inspection result on the correct permit card.

All documents that you receive in the field from the permit holder shall contain the permit number on every page, the date and the inspector name and signature

Be thorough conducting the inspection and recording the results. List all deficiencies. When too many deficiencies are found, indicate on permit card "others". This will alert the inspector performing the re-inspection later on to perform a thorough inspection and not only a follow up of the items listed.

When performing a partial inspection clearly write on the comment line the portion of work you are approving. Highlight the location of approved area on permit plans initial, date and cross reference drawing number on comment line. For large projects use a log. Write comments on permit card as well. Review completely previously denied partial inspections and approve or denied as required. If denied, include in your comments the corrections that are needed for approval.

Do not enter disposition 001 (approved) when previous inspection types are pending approval (previous inspection type was denied or partial approval was granted). Use disposition 043 (partial approval) when warranted and be explicit in your comments regarding the reason for the partial approval.

Close partial inspections in a timely manner.

In case of any doubt, check with your supervisor.

Always write on the permit card the date of the inspection; print your name and sign.

As a courtesy to Owners and Contractors alert them of code changes.



GROUND ROUGH-015 (RESIDENTIAL) Plumb	ing
Building permit and approved set of plans	
Building permit on the card is the same as on the route	
If this is not the first inspection, read inspection records and notes on permit card	
Check for Notice of Commencement. FBC 105.8	
Check building drain, branches, building sewer for proper sizing, slopes and depth. FBC Tables (R) 3005.4.1, (R) 3005.4.2	
Check vents for proper sizing for fixtures served. FBC (R) 3101 through 3114	
Check piping for proper support/strapping/sleeving/foundation clearances/ and backfill material. FBC (R) 2605	
Check piping leaks. FBC (R) 2503.5.1, (R) 2503.5.2	
Check for approved materials or defective materials. FBC (R) 3002	
Check for water test with 5 feet of head. FBC (R) 2503.5.1	
Check for required clean-outs/number/location/distance separation. FBC (R) 3005.2	
Check for minimum clearance of 5 feet between water and sewer lines. FBC (R) 2904.4.2	
Check that wet-vent size/fixture count is approved to plan/code. FBC (R) 3108	
Check that all pipe openings are capped throughout the construction of the job.	
Check for adequate clean-outs/size/distance separation. FBC (R) 3005.2 through 3005.2.11	
Check for test of building sewer. FBC (R) 2503	



ROUGH 002 (RESIDENTIAL-1)	Plumbing
Building permit and approved set of plans	
Building permit on the card is the same as on the route	
If this is not the first inspection, read inspection records and notes on permit card	
Closet stub above finish floor level, and 15" from center of stub to any side finished wall. FBC (R) 307.1	
Check that approved materials are used. FBC (R) 2608	
Check for properly sized waste and vent piping. FBC (R) 3005.4, FBC (R) 3113, 3114.	
Check for proper backing support of wall hung fixtures. FBC (B) 2318.1.15, FBC (B) 2517.5.1.1, FBC (B) 2517.5.1.2, FBC (B) 2517.5.1.3	
Check for proper test of waste and vent systems. FBC (R) 2503	
Check vent termination above roof has minimum horizontal projection of 10 feet from any window, door or air intake. FBC (R) 3103.5, FBC (R) 3103.6.	
Check vent termination above roof is a minimum of 6 inches. FBC (R) 3103.1	
Check that cleanouts are accessible and have access covers. FBC (R) 3005.2.5	
Check that horizontal vents are 6 inches above fixture overflow level. FBC (R) 3104.5	
Check relief line for proper size/material/termination point. FBC (R) 2803.6.1.1	
Check that fire-stopping system complies with approved plans. FBC (R ) 324	
Check for adequate cleanouts/size/distance separation. FBC (R) 3005.2-11	



ROUGH 002 (RESIDENTIAL-2)	Plumbing	
Check for properly sized water pipe. FBC (R) 2903.1		
Check for proper test of water. FBC (R) 2503		
Check shower pans are of approved ASTM-D 4068, ASTM-D 459 minimum of 900 square inches. FBC (R) 2708.1, FBC (R) 2709.2		
Check for proper slope to shower receptors. FBC (R) 2709.3		
Check that showers/tubs are filled with water for test. FBC (R) 25	503.5.2	
Check for anti-scald tub/shower diverters. FBC (R) 2708.3		
Check water service control valve accessibility/location. FBC (R)		
Check water heater drain pan line/size and termination point. FB		
Check water service installation. FBC (R) 2904.4, 2904.4.1	[	
Check for presence of leaks/proper materials have been installed 2608.1, FBC(R) 2608.2.	i. FBC (R) 2904.8, FBC (R)	
Check for required house valve located outside near building wal FBC (R) 2903.9.1	I and curb or property line.	
Check for accessibility of all control valves. FBC (R) 2903.9.3		
Check for correct minimum sizing of water lines. FBC (R) 2903.7 2903.2b	' through 2903.8, table	
Check for minimum 12-inch cover over top of pipe. FBC (R) 2603	3.6, (R) 2604.3	
Check that no existing metallic water service piping used for electroplaced with non-metallic pipe or tubing until other ground mean 601.3		_ <b>_</b>
001.0		



SEWER AND/OR RELAY-018 (RESIDENTIAL)	Plumbing
Building permit and approved set of plans	
Building permit on the card is the same as on the route	
If this is not the first inspection, read inspection records and notes on permit card	
Check for piping/fittings of approved materials. FBC (R) 3002.2, Table 3002.1 Fittings, and Table 3002.2, Pipe	
Check for approved adapters used between dissimilar materials. FBC (R) 3003.18	
Check for adequate cleanouts/size/distance separation. FBC (R) 3005.2 through 3005.2.11	
Check for water test of building sewer. FBC (R) 2503.4	
Check that pipe is laid on firm soil bed or adequate support. FBC(R) 2604.1, FBC (R) 2605.1 (1,2,3,4).	
Check for proper grade of pipes. FBC (R) 3005.4.	
Check proper angle of repose for all piping installed in trenches excavated below footer/foundation. Verify work is outside of 45-degree angle. FBC (R) 2604.4	
Check for 5 feet clearance between water and sewer lines. FBC (R) 2904.4.2	
Check for minimum backfill cover over pipes. FBC (R) 2604.3	



FINAL-001 (RESIDENTIAL)	Plumbing
Building permit and approved set of plans	
Building permit on the card is the same as on the route	
If this is not the first inspection, read inspection records and notes on permit card	
Check that the number of fixtures installed is shown on approved plan and stated on the Permit.	
Check for approved fixtures, defective material. FBC (R) 2701.1, Table 2701.1	
Check for water hammer or pipe vibration. FBC (R) 2903.5	
Check water heater size (gallons), energy efficiency, heat trap, heat recovery, relief valve and line, control valve. FBC (B) 13-412. FBC (P) 504.4, FBC (P) 504.6.	
Check cleanouts for accessibility/number. FBC (R) 3005.2.5	
Check hose bibs have siphon breakers. FBC (R) 2902.3	
Check installation of all fixtures. FBC (R) 2705	
Check for minimum fixture clearances. FBC (R) 2705.1(1,2,3,4,5,6,7,8)	
Check for piping insulation. FBC (B) 13-411 ABC.2, FBC (B) 13-412. ABC 3.2.4	
Check that proper permits have been pulled for all work installed. FBC (B) 105	
Check that water meter has been installed by water purveyor.	
Check that property cleanout has been brought to grade, if installed in driveway check that a continuous iron cleanout with brass plug/or installed in protective box with metal cover. FBC (P) 708.4	ast



PRESSURE TEST-029 (RESIDENTIAL)	Gas
Building permit and approved set of plans	
Building permit on the card is the same as on the route	
If this is not the first inspection, read inspection records and notes on permit card	
Check for minimum pressure test. FBC (R) 2417	
Check for length of piping section in relation to flow, BTU requirements, compliance with approved plans and sizing. FBC (R) 2413	
Check all gas piping installed under a slab is to FBC/Gas for being installed in a conduit or sleeve, vented and sealed. FBC (R) 2415.11	
Check for proper clearance, depth of cover, corrosive protection. FBC (R) 2415.9	
Check that approved materials are used. FBC (R) 2414	
Check all outlets are capped. FBC (R) 2417.6.2	
Check that gas shut off valves is accessible. FBC (R) 2420.1.3	
Check piping materials installed. FBC (R) 2414	
Check annular space to be sealed between pipe and sleeve. FBC (R) 2415.4	



FINAL-001 (RESIDENTIAL)	Gas
Building permit and approved set of plans	
Building permit on the card is the same as on the route	
If this is not the first inspection, read inspection records and notes on permit card	
Check piping has been bonded by electrician. FBC (R) 2411.1	
Check for proper make-up air. FBC (R) 2407	
Check that gas water heater in a garage complies w/ FBC (R) 2408.2 & 2408.3	
Check flue vent/cap. FBC (R) 2427.6.3	
Check required slope of gas vent. FBC (R) 2427.10.8	
Check that no gas valves are in concealed locations. FBC (R) 2420.1.2, FBC (R) 2420.1.3	
Check that LP tanks have minimum distance required from source of ignition. FBC (R)	
2412.2	
Check that LP tanks have minimum distance required from property line. FBC (R) 2412.2	
Check regulator vent opening prevents the entry of water or foreign objects. FBC (R) 2421.3	
Check that gas shut off valves are accessible. FBC (R) 2420.1.3	



POOL PIPING – 021 (RESIDENTIAL)	Plumbing 010
Building permit and approved set of plans	
Building permit on the card is the same as on the route	
If this is not the first inspection, read inspection records and notes on permit card	
Check filtering system for proper sizing. FBC (R) 4101.20	
Check supply and vacuum lines have 35 pounds per square inch pressure test/approved piping material. FBC (R) 4101.12, FBC (R) 4101.4.1	
Check for clean backfill. FBC (R) 2604.1	
Check for provision of pressure gauges on effluent and influent lines. FBC (R) 4101.6.2	
Check for provision of back washing system. FBC (R) 4101.20	
Check for proper sizing of main drain/suction lines. FBC (R) 4101.6.3	
Check for provision of backflow protection. FBC (R) 4101.9	
Check water supply for backflow protection to pool. FBC (R) 4101.9	
Check all suction lines to be minimum of 2 inches and no short turn 90-degree elbows below grade. FBC (R) 4101.6.3	
Check that horsepower of pumps corresponds with horsepower size shown on plans.	
Check for safety cap on vacuum line. FBC (R) 4101.6.6	
Check for anti-vortex cover on drain. FBC (R) 4101.6.6	
Check that skimmer access cover is not covered over by patio or deck material.	
Check pool design is in accordance with approved plan. FBC (R) 105.4	
Check pool piping is identified by marking suction, return, vacuum, etc. FBC (R) 4101.20.1.2	
Check for minimum number of returns. FBC (R) 4101.21.5	
Check for one skimmer for first 800 square feet and one additional for each 200 square feet over that. FBC 4101.21.2	
Conformance Standard ANSI/NSPI 3, 4, 5, 6, ANSI/NSPI 7	



GROUND ROUGH-015 (COMMERCIAL)	nbing
Building permit and approved set of plans	
Building permit on the card is the same as on the route	
If this is not the first inspection, read inspection records and notes on permit card	
Check for Notice of Commencement. FBC 105.8	
Check building drain, branches, building sewer for proper sizing, slopes and depth. FBC (P) 704, FBC (P) 704.1, Table 704.1	
Check vent for proper sizing. FBC (P) 906, thru, 919	
Check piping for proper support/strapping/sleeving/foundation clearances/and backfill material. FBC (P) 305, FBC (P) 306, FBC (P) 308	
Check sanitary is tested. FBC (P) 312	
Check for approved materials or defective materials. FBC (P) 303	
Check for required cleanouts/number/location/distance separation. FBC (P) 708	
Check for minimum clearance of 5 feet between water and sewer lines. FBC (P) 703.1	
Check that all pipe openings are capped throughout the construction job.	
Check for toilet facilities for workers. FBC (B) 311	



ROUGH 02 (COMMERCIAL-1 ) Plui	mbing
Building permit and approved set of plans	
Building permit on the card is the same as on the route	
If this is not the first inspection, read inspection records and notes on permit card	
Check proper connection/spacing/flanges/floor and wall drainage connections. FBC (P) 405	
Check for proper backing/support of wall hung fixtures. FBC (B) 2318.1.15, FBC (B) 2517.5.1.1, FBC (B) 2517.5.1.2, FBC (B) 2517.5.1.3	
Check vent termination above roof has minimum horizontal projection of 10 feet from any window door or air intake. FBC (P) 904.5	/,
Check vent termination above roof of 6 inches minimum. FBC (P) 904.1	
Check cleanouts. FBC (P) 708	
Check height above fixtures is 6 inches above flood level rim of the highest trap or trapped fixture being vented. FBC (P) 905.5	e 📗
Check water heater drain pan line/size and termination point. FBC (P) 504.7.2	
Check that fire-stopping system complies with approved plans.	
Check that approved materials are used. FBC (P) 303	
Check for properly sized water. FBC (P) 603, 604	
Check for proper test of water. FBC (P) 312	
Check that shower pans are approved ASTM-D 4068, ASTM-D 4551, 40-mil material and minimum 900 square inches. FBC (P) 417.5.2.1, 417.5.2.2, 417.4	
Check for proper backing, strapping, corrosion and damage protection. FBC (P) 305	
Check for proper slope to shower receptors. FBC (P) 417.5.2	
Check that shower/tubs are filled with water for test. FBC 312	



ROUGH 02 (COMMERCIAL-2) Plumbing	3
Check water heater/other gas appliances with flue, clearance from combustible material. FBC (G) 305.8, FBC (G) 308	
Check for anti-scald tub/shower diverters. FBC (P) 424.3	
Check water service control valve accessibility/location. FBC (P) 606, FBC (P) 606.3	
Check that water service pipe is placed on a solid shelf excavated at one side of the common trench 12 inches minimum above the top of the sanitary sewerline, with a minimum of 10 inches between pipes or conduits. FBC (P) 603.2 see exception	
Check for presence of leaks/proper materials have been installed. FBC (P) 605.4, FBC (P) 605.5, Table 605.4 & Table 605.5	
Check for required house valve located outside near building wall and at meter. FBC (P) 606.1 (1,2,3,4,5,6,7)	
Check for accessibility of all control valves. FBC (P) 606.3	
Check for correct sizing of service line. FBC (P) 603	
Check for minimum 12-inch cover over top pipe. FBC (P) 305.6	
Check that no existing metallic water service piping used for electrical grounding has been replaced with non-metallic pipe or tubing until other ground means are provided. FBC (P) 601.3	
Check suction of pump for check valve and test fitting. FBC (P) 612	
ACCESSIBILITY	
Water-closet clear floor space (18" side wall). FBC (P) 404.3.2	
Water-closet flush control location. FBC (P) 404.3.5	
Backing for plumbing fixtures and drinking fountains. FBC 2318.1.15 FBC (B) 2517.5.1.1, FBC (B) 2517.5.1.2, FBC (B) 2517.5.1.3	
Fixture clear floor space. FBC (P) 404	



SEWER AND/OR RELAY/WATER SERVICE- 018 (COMMERCIAL)	Plumbing
Building permit and approved set of plans	
Building permit on the card is the same as on the route	
If this is not the first inspection, read inspection records and notes on permit card	
Check For piping of approved materials. FBC (P) Tables 702.1, 702.2, 702.3, 702.4	
Check for approved adapters used between dissimilar materials. FBC (P) 605.24, 705.18 (1) (2) (3) (4) (5) (6) (7)	
Check for adequate cleanouts/size/distance separation. FBC (P) 708	
Check for water test of building sewer. FBC (P) 312	
Check for proper grade of pipes. FBC (P) 704.1, Table 704.1	
Check proper angle of repose for all piping installed in trenches excavated below footer/foundation. Verify work is outside of 45-degree angle. FBC (P) 307.5	
Check for 5 feet clearance between water and sewer lines. FBC (P) 703.1, 603.2	
Check for minimum backfill cover over pipes. FBC (P) 305.6	



FINAL -001 (COMMERCIAL)	Plumbing
Building permit and approved set of plans	
Building permit on the card is the same as on the route	
If this is not the first inspection, read inspection records and notes on permit card	
Check that number of fixtures installed is what is shown on approved plan and stated on permit. FBC (P) 403.1	
Check for approved fixtures, defective material, leaks. FBC (P) 303.1, FBC (P) 303.2, FBC (P) 402.1	
Check for water hammer or pipe vibration. FBC (P) 604.9	
Check water heater size (gallons), energy efficiency, heat trap, heat recovery, relief valve and line, control valve. FBC (B) 13-412 ABC.4 (1,2,3,4), FBC (P) 504.4, FBC (P) 504.6. Check cleanouts for accessibility/number. FBC (P) 708	
Check gas water heater flue is through the roof. FGC 503.6	
Check water heater/other appliance meet clearance from combustible materials. FGC 305.8, FGC 308	
Check backflow protection. FBC (P) 608.13.1 thru 608.13.9	
Check watertight joints. FBC (P) 405.5	
Check installation of approved metal collars. FBC (P) 304.4	
Check for minimum fixture clearances/including handicapped. FBC (P) 405.3.1	
Check for insulation on all heat recovery lines. FBC (P) 607.2, Table 607.1, FBC (B) 13-612.1 ABC5	
Check that water meter has been installed by water purveyor. MDWASD	
Check that property cleanout has been brought to grade, if installed in driveway check that a cast iron cleanout with brass plug/or installed in protective box with metal cover.  MDWASD. FBC (P) 708.4	
Check for main control valve just outside meter box and at entry to building. FBC (P) 606.1 (1,2,3,4,5,6,7)	
Check for permit by affidavit inspection log/paperwork. FBC 105.14	
Check that interior wall and floor surfaces are of non-absorbent material. FBC (B) 1210	
Check well pumps and tanks used for private potable water systems. FBC (P) 612	



	Plumbing
Check relief line for proper size/material/termination point. FBC (P) 504.6.1	
ACCESSIBILITY	
Drinking fountain spout height – 36" maximum. FBC (P) 404.2	
Drinking fountain clearances. FBC (P) 404.2.5	
Water closet height. FBC (P) 404.3.3	
Urinal maximum 17" AFF. FBC (P) 404.5.2	
Urinal flush valve maximum 44" AFF. FBC (P) 404.5.4	
Lavatory maximum/minimum AFF. FBC (P) 404.6.2	
Lavatory exposed pipe and surfaces. FBC (P) 404.6.4	
Lavatory faucet. FBC (P) 404.6.5	
Lavatory clearances. FBC (P) 404.4	
Bathtub control valves. FBC (P) 404.7.5	
Bathtub shower unit. FBC (P) 404.7.6	
Shower stall size and clearance. FBC (P) 404.8.2	
Shower seat requirements. FBC (P) 404.8.3	
Shower control valves. FBC (P) 404.8.5	
Showerhead. FBC (P) 404.8.6	
Curb. FBC (P) 404.8.7	
Water-closet stall for six or more. FBC (P) 404.9.4	
Sinks no higher than 34". FBC (P) 404.11	
Sink exposed pipe surfaces. FBC (P) 404.11	
Knee clearance. FBC (P) 404.11	
Sink depth. FBC (P) 404.11	
Sink faucet type. FBC (P) 404.11	
Bathroom floor surfaces/grating. FBC (B) 11-4.5	
Fixture clear floor space. FBC 404	



PRESSURE TEST - 029 (COMMERCIAL)	Gas
Building permit and approved set of plans	
Building permit on the card is the same as on the route	
If this is not the first inspection, read inspection records and notes on permit card	
Check for minimum of 30 pounds per square inch pressure test. FGC 404.16, 406	
Check for length of piping section in relation to flow, BTU requirements, compliance with approved plans and sizing. FGC 402	
Check all gas piping installed under a slab or in solid floors is installed in a conduit or sleeve, vented and sealed. FGC 404.6	
Check for proper clearance, depth of cover, corrosive protection. FGC 404.8, 308, 404.9	
Check that approved materials are used. FGC 403	
Check that gas appliances in a garage or parking structure complies to FGC 305.4	
Check all outlets are capped.	
Check that gas shut off valves are accessible. FGC 409.1.3	
Check that pipes 4 inches and larger are welded. FGC 403.10.4 (1)	
Check that metallic fitting/piping in concealed locations. FGC 403.10.4 (1) (2) (3) (4) (5), 404.3	
Check above ground outdoor piping/sleeving. FGC 404.7	
Check that pressure gauge reads correctly and is not broken.	
Check that non-metallic gas piping has a tracer. FGC 404.14.3	



Final –001 (commercial)	Gas
Building permit and approved set of plans	
Building permit on the card is the same as on the route	
If this is not the first inspection, read inspection records and notes on permit card	
Check piping has been bonded by electrician. FGC 309, 310	
Check for proper make-up air. FBC (G) 304, 305	
Check that gas piping is protected. NFPA 6.7.2.14, 6.8.3.10, 6.8.3.12	
Check that gas meters are protected. NFPA 5.7.2.2	
Check flue/vent cap. FGC 503.6.3 through 503.6.12	
Check required slope of gas vent. FGC 408	
Check that no gas valves are in concealed locations. FGC 409.1.2	
Check minimum distance from source of ignition. NFPA 58 6.3.10	
Check minimum distance required from property lines. NFPA 58 6.3	
Check regulator venting. NFPA 54 5.7.5, FGC 410.3	
Check that appliances meet clearance requirements from combustible materials. FGC 305.8, FGC 308	