



Inspection Check Sheet & Sign-Off with attached "Appendix A"
(COMMERCIAL & MULTI-FAMILY CONSTRUCTION)

Address: _____ **Date:** _____

Below is a list of various field inspections performed by the City, followed by the required sign-offs.

Department	Required Inspections	Comments
Building Safety	Required building, plumbing, mechanical, and electrical code related inspections, as applicable to project.	To request an inspection contact the inspection request line at (817) 276-4269. Inspections called in by 3:00 pm will be made the next business day.
Planning	Landscape and Zoning Ordinance regulations.	Stevon Smith at (817) 276-4231.
Engineering	Grading, Drainage, Drive Approach, and Utilities.	Trace Hilton at (817) 276-4247.
Environmental	Storm water quality activities, compliance with TCEQ and the EPA.	Linda Velez (817) 276-4241
Fire	Required fire code related inspection.	(817) 276-4790
Water Utilities	Domestic water and irrigation backflow test & CSI	(817) 473-8411
Tarrant County Health	Health Code for food establishments, public pools, septic system and daycare.	(817) 321-4960

- DURING CONSTRUCTION:** The Design Professional (engineer/architect) in charge of implementing special inspections as prescribed in the IBC Chapter 17 shall obtain and review lab reports and special inspections as applicable for the project and provide corrective action for work that may not conform with the approved plans.
- PRIOR TO REQUESTING A FOUNDATION INSPECTION:** The Contractor shall obtain and submit to the City Inspector all lab reports, as applicable for the project, for piers, grade beams and concrete.
- PRIOR TO REQUESTING A FRAMING INSPECTION:** The Contractor shall obtain and submit to the City Inspector all certification reports from a Certified Special Inspector for welds, bolts, and structural steel. Also Fire Department approval is required for the fire hydrant(s) and fire lanes prior to any construction above the building foundation. **Prior to covering with wrap a sheathing inspection will be required.**
- PRIOR TO REQUESTING FINAL INSPECTION:**
 - 1) A "Certificate of Occupancy" application and "Smoking Ordinance Compliance Form" shall be submitted by the **Owner** and/or **Tenant** to the Building Safety Department.
 - 2) **Prior to requesting a building final inspection the General Contractor is responsible and shall secure approval and signature of the Planning, Engineering, Environmental, Fire and Water Utilities Departments on the table below.**

NAME AND SIGNATURE	DATE	DEPARTMENT	APPROVAL IS REQUIRED FOR
		Planning (817) 276-4231	Zoning & landscaping regulation compliance. Multi tenant buildings must have on file with the Planning Department an addressing plan.
		Engineering (817) 276-4247	Grading, drainage, and off-site utilities.
		Environmental (817) 276-4241	Storm water and erosion control.
		Fire (817) 276-4790	Fire alarm, sprinkler system, fire hydrants, and commercial hoods.
		Water Utilities (817) 473-8411	Customer Service Inspection (CSI), domestic water and irrigation backflow report(s), and utilities final.

- DURING FINAL INSPECTION:** The Contractor shall obtain and have available at final inspection, as applicable for the project,
 - Backflow assembly test reports for domestic, fire and irrigation, as applicable. The fire backflow assembly test report shall be on an approved City of Mansfield Backflow Prevention Assembly Test Report Form.
 - Obtain Final Special Inspection Report prepared and signed by the registered design professional in responsible charge of implementing special inspections as prescribed in the **IBC Chapter 17**.
 - The proper documentation on Energy Code compliance final from a third party registered with the City of Mansfield.
 - A report from a qualified air balancing company indicating mechanical system has been tested, balanced and operating properly
 - Tarrant County Public Health documented approval. Tarrant County Health Department (817) 321-4960.
 - A copy of the Registered Accessibility Specialist Final Inspection Report noting "**No Violations**"
 - If an elevator, boiler or similar equipment is installed it shall be tested, inspected and certified by a licensed inspector with the Texas Department of Licensing and Regulation (TDLR) prior to final Inspection.

I _____ authorized representative with _____, have received and fully understand the provisions as set forth in the Inspection Check Sheet & Sign-Off with attached "Appendix A" and will comply accordingly.

Signature: _____ **Date:** _____

GENERAL:

1) It is the responsibility of the General Contractor:

- a. To notify the sub-contractors of what is required on the plan review, Appendix A, and any additional information provided by the City staff.
 - b. To ensure that approved plans and a copy of the Inspection Check Sheet & Sign-Off with attached "Appendix A" are kept available at job site during construction at all times. Inspections will not be performed if approved plans are not available upon building inspector's request.
 - c. To maintain the approved plans; if lost or destroyed a copy of the construction documents shall be obtained from the design professional and submitted for review and approval; a fee will be assessed based on review time.
- 2) No building shall be used or occupied without first securing a Certificate of Occupancy for the shell and for each tenant as applicable. The facility will require an inspection and release from the City of Mansfield Building Safety Department, Tarrant County Health Department (if required), and the City of Mansfield Fire Department.
- 3) Work commencing prior to permit issuance will result in permit fees being doubled.
- 4) The permit becomes null and void if work or construction authorized is not commenced within 180 days, or if construction or work is suspended or abandoned for a period of 180 days at any time after work is commenced.
- 5) Work shall be installed in accordance with the approved construction plans. Any changes made during construction that are not in compliance with the approved plans shall be resubmitted for approval as an amended set of construction plans. (Section 106.4)
- 6) Suite numbers must be posted on roof top units, gas and electrical meters.
- 7) The facility shall comply with the City of Mansfield's "Regulation of Smoking" Ordinance #1737-09.
- 8) Do not pour concrete or have materials delivered before 7:00 a.m. The creation of loud and/or excessive noise in connection with the placement of concrete and/or loading or unloading of any vehicle before 7:00 a.m. or after 11:00 p.m. shall be prohibited. Violation of this provision shall be considered a public nuisance and such violator shall be punished by a fine not to exceed two thousand dollars (\$2,000.00).
- 9) All work subject to field inspections. The codes that will be enforced are the *2006 International Building Code*, *2015 International Energy Conservation Code*, *2006 International Mechanical Code*, *2006 International Plumbing Code*, *2006 International Fuel Gas Code*, *2006 International Fire Code*, *2014 National Electrical Code* and local amendments.

BUILDING (Ref: 2006 International Building Code)

- 1) Every room or space that is assembly occupancy shall have the occupant load of the room or space posted in a conspicuous place, near the main exit or exit access doorway from the room or space. (Section 1004.3)
- 2) Additional emergency lights and/or exit lights may be required at the discretion of the Field Inspector.
- 3) An emergency exit illumination system is required when two exits are required. Power for the emergency system must be supplied from storage batteries or an on-site generator set.
- 4) Regardless of the occupant load, there shall be a floor or landing on each side of every door. Such floor or landing shall be at the same elevation on each side of the door. The floor or landing shall be not more than ½" lower than the threshold of the doorway. Landings shall have a width not less than the width of the door and a length measured in the direction of travel of not less than 44".
- 5) Door hardware shall be installed 34 inches minimum and 48 inches maximum above the finished floor. (Section 1008.1.8.2)
- 6) Glazing shall conform to the safety requirements of Section 2406.
- 7) Restroom walls and floors must be provided with an approved hard, non-absorbent finish to a height of 48 inches. **(Note: Paint Is Not Acceptable As A Non-Absorbent Finish)**

ELECTRICAL (Ref. 2005 National Electrical Code)

- 1) All 125-volt, single phase, 15- or 20- ampere receptacles located in bathrooms, rooftops and kitchens shall be GFCI protected. (Section 210.8 (B))
- 2) A 125-volt, single phase, 15- or 20- ampere rated GFCI protected receptacle outlet shall be located within twenty five-foot (25') of the HVAC equipment for service and maintenance purposes. The receptacle outlet shall not be connected to the load side of the equipment disconnecting means. (Section 210.63)
- 3) As required by the City of Mansfield, a main service disconnect shall be installed on the exterior of the building by the meter and be permanently labeled identifying it as a service disconnect. (Section 230.70 (A) (1), Amended)
- 4) Grounding of the electrical service shall consist of a driven eight-foot (8') ground rod, bonding to the building steel, water pipe and a concrete encased electrode. The concrete encased electrode shall consist of a twenty-foot (20') piece of ½" rebar or #4 AWG CU conductors installed minimum two-inches (2") from the bottom of the footing. (Section 250-50) **(Note: Concrete encased electrode will need to be inspected at the time of the foundation inspection)**
- 5) Service conductors that are not encased in concrete and that are buried eighteen inches (18") or more below grade shall have their location identified by a warning ribbon that is placed in the trench at least twelve inches (12") above the underground installation. (Section 300.5 (D)(3))
- 6) Conductors installed in conduit above ground and exposed to physical damage shall be installed in rigid metal conduit, intermediate metal conduit or Schedule 80 PVC rigid nonmetallic conduit. (Section 300-5 (D)(4))

- 7) All metal boxes shall be grounded in accordance with the provisions of Article 250. (Section 314.4) It is recommended that equipment bonding jumpers be installed in each box.
- 8) If MC cable is used, it shall be supported and secured at intervals not exceeding six foot (6') and not lie on any ceiling grid. Cables no larger than No. 10 with four (4) or less conductors shall be secured within twelve inches (12") of every box, cabinet or fitting. (Section 330.30)
- 9) All 2'x4' lay in fixtures shall be securely fastened to the ceiling framing member (grid) by mechanical means such as bolts, screws or rivets. Listed clips shall also be permitted. (Section 410.16 (C))
- 10) Patient care areas installation shall comply with all the requirements of Article 517 "Health Care Facilities".

MECHANICAL (Ref. 2006 International Mechanical Code)

- 1) Access and service space must be provided to all appliances, including roof top HVAC units, to allow inspection, repair or replacement without removing permanent construction or disabling the function of a required fire-resistance-rated-assembly. (Section 306)
- 2) Roof or elevated structures higher than 16 feet are required to provide a permanent exterior ladder from roof equipment and does not need to extend closer than 8 feet to grade. (Section 306.5, Amended)
- 3) Toilet rooms and bathrooms shall be provided with a mechanical ventilation system capable of exhausting a minimum of 75 cubic foot per minute per square foot of floor area. (Table 403.3)
- 4) Smoke detectors shall be installed in return air systems with a design capacity greater than 2,000 cfm in the return air duct or plenum upstream of any filters, exhaust air connections outdoor air connections or decontamination equipment and appliances. (Section 606.2.1)
- 5) Smoke detectors shall be connected to the fire alarm system if building is equipped with an alarm system. If the building is not equipped with a fire alarm system the actuation of the smoke detector shall activate a visible and audible signal in an approved location. (Section 606.4.1)
- 6) The system must be balanced and documentations from a qualified individual must be submitted to the Building Safety Department prior to building final inspection indicating the system is balanced and operating properly.

PLUMBING (Ref. 2006 International Plumbing Code 2006 International Fuel Gas Code)

- 1) The following tests will be required at the plumbing rough and top out inspections, a water test consisting of no less than ten foot (10') head shall be applied to the drainage and vent systems in its entirety. (Section 312.2)
- 2) Water piping, both hot and cold shall be tested with a minimum fifty-psi (50) air pressure or system pressure whichever is greater. A gauge shall be provided for the test. (Section 312.5)
- 3) All piping shall be properly supported. Vertical copper tubing shall be supported at maximum intervals of ten foot (10'). Horizontal copper tubing shall be supported at six foot (6') intervals for piping 1 ¼ inches and smaller in diameter and ten foot (10') intervals for piping 1 ½ inches and larger in diameter. Horizontal PVC pipe shall be supported at four foot (4') intervals. Vertical PVC pipe shall be supported at ten foot (10') intervals. (Table 308.5)
- 4) Water heaters shall be located and connected so as to provide access for observation, maintenance, servicing and replacement. Unions shall be installed on water lines and relief lines twelve inches (12") or less from heater for service and removal. (Section 501.4)
- 5) If water heater is bottom fed it shall have a vacuum relief valve installed minimum six inches (6") above the top of the tank on the cold water supply line per attached detail. (Section 504.2)
- 6) If water heater is installed on a shelf or above the ceiling it shall be installed in a pan minimum 1 ½ inches deep and shall be drained by an indirect waste pipe minimum ¾ inch diameter. Drain lines shall extend to the outside of the building or an approved indirect waste receptor. If drained to the exterior, the end of the pipe shall not be more than twenty-four inches (24") nor less than six inches (6") above the ground and pointing downward. (Section 504.7.1)
- 7) T&P relief valves from water heaters shall discharge to the exterior of the building or an approved indirect waste receptor. If drained to the exterior, the drain line shall extend to the outside of the building with the end of the pipe not more than twenty-four inches (24") nor less than six inches (6") above the ground and pointing downward. (Section 504.6(10) Amended)
- 8) A thermal expansion tank shall be installed on the cold water supply line to the water heater to prevent increased pressure caused by thermal expansion. (Section 607.3) The expansion tank shall be sized per manufacturer's specifications.
- 9) An approved backflow prevention device shall be installed on the domestic water line to the building and to each suite. Carbonated beverage dispensers shall be protected against backflow by a RPZ with a stainless steel body. (Section 608.16.1, Amended)
- 10) All hose bibbs or faucets with a hose connection shall be equipped with a non-removable backflow preventer (permanently attached hose connection vacuum breaker) or a listed atmospheric vacuum breaker. (Section 608.15.4.2)
- 11) Trap primers or deep seal traps with a 4-inch seal shall be installed on all floor drains, trench drains and hub drains. (Section 1002.4)
- 12) If foot spas are installed they are required to be equipped with a means of cross connection protection.
- 13) If shampoo basins are installed they are required to be equipped with traps for the containment of hair and an atmospheric vacuum breaker.
- 14) Commercial laundries shall be equipped with an interceptor with a wire basket or similar device, removable for cleaning, that prevents passage into the drainage system of solids ½" or larger in size, string, rags, buttons or other materials detrimental to the sanitary sewage system. (Section 1003.6)

- 15) Medical gas installations shall comply with the requirements of NFPA 99C. All med gas piping shall be installed by a licensed plumber with a medical gas endorsement and inspected by a certified medical gas inspector. A copy of the inspection report shall be submitted to the building inspector prior to building final.
- 16) Gas test pressure shall be measured with a certified calibrated (diaphragm) gauge or mercury gauge (manometer). Spring gauges shall not be used. (Section 406.4, IFGC, Amended)
- 17) All gas piping shall be tested at a pressure of 10 psig or a minimum six inches (6") of mercury. (406.4.1, IFGC, Amended)
- 18) All exposed gas piping to the elements shall be painted with a rust inhibiting paint to protect it from rust and corrosion. (Section 404.8, IFGC)
- 19) An AGA approved gas shutoff valve shall be installed in the fuel-supply piping outside of each appliance and ahead of the union connection. Shutoff valves shall be installed not further than six feet (6') of the appliance. (Section 409.5, IFGC)
- 20) The Tarrant County Health Department will provide all health requirements and permits for septic and holding tank systems. Prior to permit issuance plans are reviewed and approved by the Tarrant County Health Department. Septic and holding tank systems requires inspection and final installation approval to be completed by the Tarrant County Health Department prior to building final inspection. The Tarrant County Health Department phone number is (817) 321-4960.
- 21) See attached standard detail sheets for:
 - a. Grease and/or sand trap sample wells,
 - b. Sewer service connection test port.

FIRE MARSHAL'S OFFICE MINIMUM REQUIREMENTS FOR A CERTIFICATE OF OCCUPANCY RELEASE:

- 1) Automatic sprinkler system in service and tested (if provided).
- 2) Fire Alarm system operating, monitored, and tested (if provided).
- 3) Requires permanent power (meter) and phone lines to building.
- 4) All other fire protection features tested (suppression systems, gates, etc.).
- 5) Address posted in minimum 6" numerals.
- 6) Fire Lanes marked, painted and kept clear of vehicles, debris, dumpsters, etc.
- 7) Knox Box installed and keys provided.
- 8) Temporary electric poles removed from the site.
- 9) Fire department access is provided around all sides of the building.
- 10) Open trenches, holes, etc. are marked and protected (trenches, grease trap pits, etc.).
- 11) Fire hydrants are installed, painted, and turned facing fire lanes or public way.
- 12) Elevators tested (if provided).

PLANNING DEPARTMENT MINIMUM REQUIREMENTS FOR A CERTIFICATE OF OCCUPANCY RELEASE

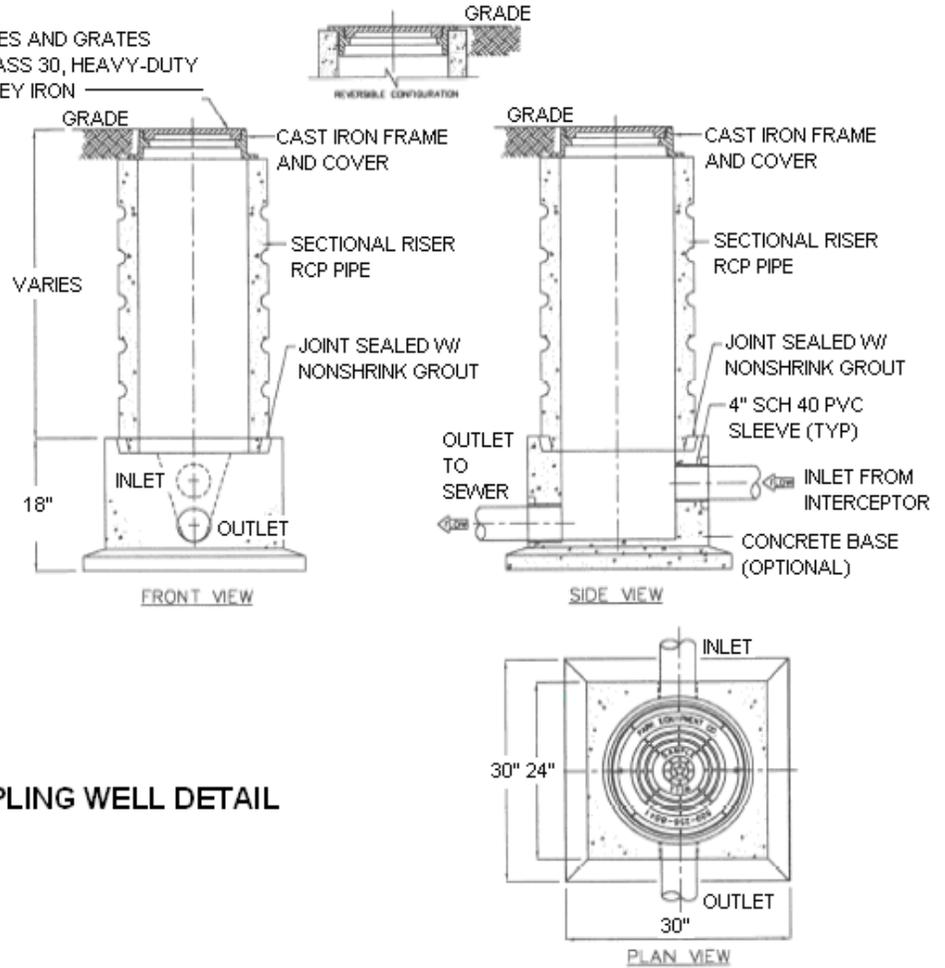
- 1) The height of the roof-top-units, exhaust fans, compressors and all other HVAC equipment must be no higher than the top of the parapet walls screening such units and equipment.
- 2) Exposed conduit, ladders, utility boxes, stack pipes and drain spouts should be painted to match the primary color or color sequence to aid in blending with the color of the building.
- 3) All new utilities must be placed underground.
- 4) The gas meter serving this tenant space must be located and screened as required by the Zoning Ordinance.

Note: The approval of the building permit does not represent approval of any signs. A separate sign permit application process is required. The City permits only monument signs. Electrical equipment, irrigation equipment, controller, wiring or conduit on a monument sign shall be concealed within the sign base or sign structure. The street address of the building should be shown on the monument sign so it is legible from the street.

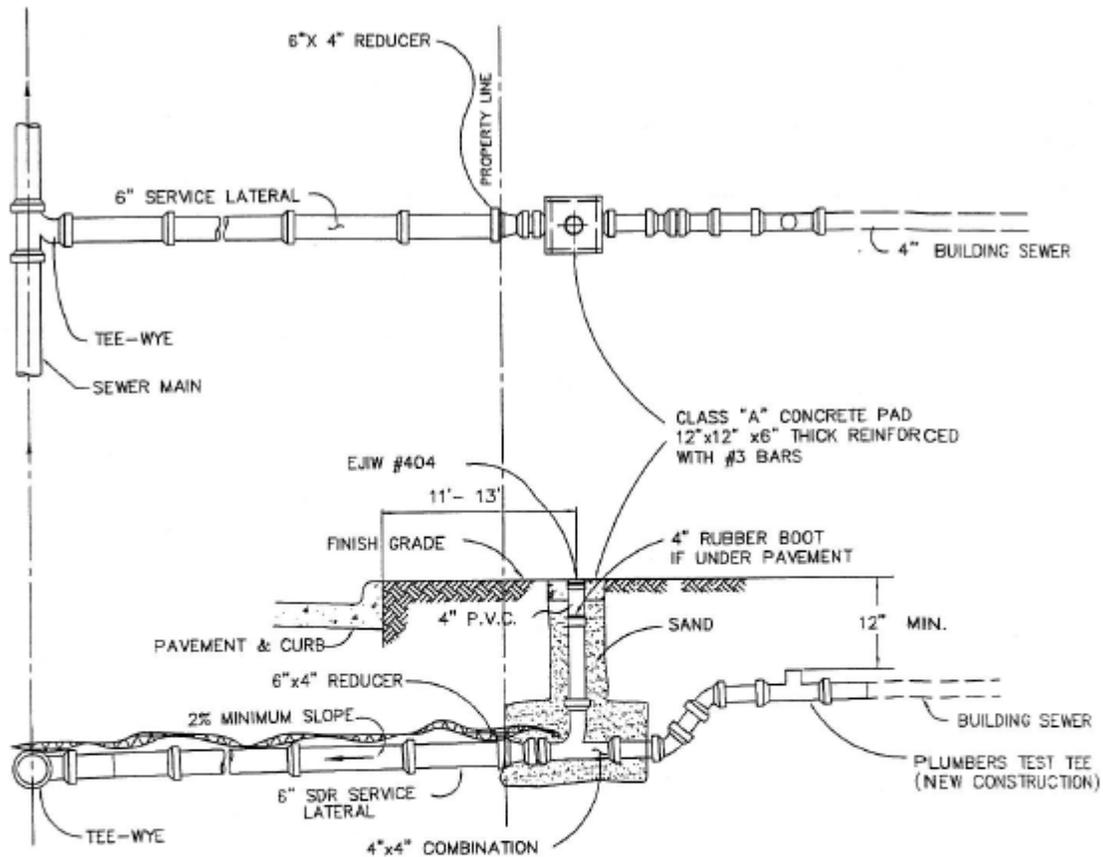
NOTES:

1. USE 15" T&G R.C.P. FOR INSTALLATION 6'-0" DEEP AND LESS.
2. USE 24" T&G R.C.P. FOR INSTALLATION GREATER THAN 6'-0" DEEP (STD RING AND MH COVER REQUIRED).
3. SAMPLING WELL MUST BE SET IN A CIRCULAR OR SQUARE CONCRETE PAD (1'-0" GREATER THAN OUTSIDE DIAMETER OF PIPE).
4. INSTALLATION INSIDE BLDG MUST BE POURED IN PLACE (15" MIN), NO CONCRETE PIPE IS PERMITTED (AIR -TIGHT COVER REQUIRED).
5. LAWN INSTALLATION- MUST BE 4" ABOVE FINISHED GRADE.
6. DRIVE AND SIDEWALK INSTALLATION - MUST BE BROUGHT TO FINISHED GRADE.
7. MUST BE INSTALLED ON PRIVATE PROPERTY, IN AN ACCESSIBLE LOCATION TO CITY PERSONNEL.
8. CLASS C CONCRETE WITH A DESIGN STRANGTH OF 4500 PSI AT 28 DAYS. BASE UNIT IS OF MONOLITHIC CONSTRUCTION AT FLOOR AND FIRST STAGE OF WALL WITH SECTIONAL RISER TO REQUIRED DEPTH.

CAST IRON FRAMES AND GRATES
ASTM A48-76 CLASS 30, HEAVY-DUTY
AASHTO H-20 GREY IRON



SAMPLING WELL DETAIL



NOTES:

1. ALL PRIVATE FITTINGS MUST BE UPSTREAM OF 4"x4" COMBINATION, NO CONNECTION OR FITTINGS PERMITTED ON THE VERTICAL STACK.
2. FOR CLEANOUTS IN PAVEMENT, DRIVEWAYS, OR SIDEWALKS USE EJIW #404 CAST IRON CLEANOUT CAP. ALL OTHERS USE NDS #404 PLASTIC CLEANOUT CAP.

STANDARD SEWER SERVICE CONNECTION
W/VERTICAL INSPECTION/CLEAN- OUT PORT

N.T.S.

(PLUMBER CONNECTION OR CIP RECONSTRUCTION)