

## Commercial Building Inspection Summary Quick Reference

Inspection requests must be received by 7:30 a.m. to receive a same day inspection.  
Call (972) 771-7709 to contact the Building Inspections Department or to cancel an inspection.

**Please schedule inspections online, go to: [www.rockwall.com/buildinginspections/InspectionReq.asp](http://www.rockwall.com/buildinginspections/InspectionReq.asp)**

Inspections	Required	When Requested	Comments
Phase I Temporary Pole	Yes	After T-Pole is set	Post address on T-pole Attach permit pack to pole 8' ground rod required, with #6 min. grounding electrode conductor. Feeder wire size- Minimum #8 copper and all receptacles GFCI protected
Phase II Plumbing Rough	Yes	Prior to foundation make-up After floors are saw cut and plumbing installed	Address posted Permit pack and approved plans on site Form survey required Portable toilet and trash bin on site Ball valve w/ SS handle on service at water meter
Phase III Foundation, grade beams, Saw-cut, pour back, etc.	Yes	Prior to placing concrete	Address posted Permit pack and approved plans on site Engineer's Foundation Acceptance Letter Portable toilet and trash bin on site
Phase IV Frame, electrical, plumbing & brick tie	Yes	Prior to insulation and brick (smaller wood framed buildings with sheetrock ceilings)	Address posted Permit pack and approved plans on site Portable toilet and trash bin on site All trades ready for inspection
Rough Wall Frame, electrical, plumbing, mechanical & brick	Yes	Prior to insulation	Address posted Permit pack and approved plans on site Portable toilet and trash bin on site All trades ready for inspection
Rough duct	Yes	Prior to insulating HVAC Ducts	Address posted Permit pack and approved plans on site Portable toilet and trash bin on site
Above Ceiling, electrical, plumbing, and HVAC	Yes	Suspended ceiling grid installed/ Prior to sheetrock installation	Address posted Permit pack and approved plans on site Portable toilet and trash bin on site All trades ready for inspection
Underground Electrical	Yes		Address posted Permit pack and approved plans on site Portable toilet and trash bin on site
Type I hoods and ducts	Yes	Prior to fire wrap or chase construction	Address posted Permit pack and approved plans on site Portable toilet and trash bin on site
Type II hoods and ducts	Yes	Prior to ceiling installation Inspected in conjunction with Type I Hoods	Make-up air installed Address posted Permit pack and approved plans on site Portable toilet and trash bin on site
Phase V Temporary Utilities Gas/Electric	Yes	Electric trim complete Gas system complete	Pre-drywall energy inspection report Breaker panels labeled Pressure test gas system- low pressure system use a certified diaphragm gage set at 3 psi Address meter base and gas riser Address posted Permit pack and approved plans on site Portable toilet and trash bin on site
Flat work All sidewalks, patio, steps, etc.	Yes	Prior to concrete placement	Rebar on chairs Address posted Permit pack and approved plans on site Portable toilet and trash bin on site
Phase VI Final Building Inspection Certificate of Occupancy Inspection	Yes	After building is complete and C.O. is applied for	Must have electrical and gas meters set Permit pack and approved plans on site Third Party Final Energy Inspection Report Backflow Prevention Assembly Test Reports for all backflow prevention devices (must be in permit pack) Structural Engineer's building acceptance letter (If applicable) Portable toilet and trash bin removed from site Site work and landscape complete

**Comply with Fire Marshall, Engineering Dept. Planning and Zoning requirements. 10 business days** notice is required for Phase VI / C.O. inspection. An application for a Certificate of Occupancy must be submitted to the Building Inspection Department at least **10 business days** prior to Phase VI / CO inspection.

[Development Process Guidelines \(updated 2013\)](#)