

Rogers Fire Department

Community Risk Reduction Division

113 N 4th Street • Rogers, AR 72756 • Office (479) 621-1100



PRECONSTRUCTION – RFD FORM 169D

BUILDING INSPECTION CHECKLIST

- Safety is number one in our view for all persons entering your job site, please always keep this in mind and make it a major part of your daily routine.
- Provide a copy of the site plan with all building numbers for inspections.
- Stairs must be in place before any inspections above the first floor can be done on multi-level buildings. Provide railings and guardrails on all stairs, balconies and walkways above thirty inches above grade level.
- Control and reduce all track out onto city streets and roadways.
- Post a job site address from the start of the project, either temporary or permanent.
- E-mail all questions and comments to the Risk Reduction Division staff, so we can reply in writing.
- A 24 hour notice is required for most inspections, open ditches (yard lines), concrete pours and the like can be done the same day if called in early.
- Daily cleanup will be required of all job sites, inside and outside the buildings.
- When you are ready for a wall framing inspection have all MEPs ready and in place. We will look at all electrical, mechanical and plumbing as part of the wall framing inspection.
- A wall insulation inspection is required on all perimeter walls before they are covered (sheetrock, etc.).
- An above ceiling inspection will cover MEPs above ceiling as well as fire sprinklers and alarms if required. Normally at this point in the project we like to remind the builder that they may need to begin to finish their outside site work (sidewalks, parking, fire protection, land scape, utilities etc.) so that a C of O can be issued as the buildings are finished.
- We start our inspections each day at 7:00 am and take lunch at 11:00 am. So if you want an AM inspection, keep in mind that we start at 7:00 and the work should be ready at that time. If not, schedule the inspection for PM, 12:00 pm to 3:30. If the work can't be ready by 12:00 Noon, schedule it for the next morning.

Required inspections:

- Building lot line and setbacks
- Footings, piers, grade beams, foundation work
- Plumbing rough-in (under slab)

- Slab pre-pour inspection (with wire or re-bar in place and supported on chairs) and termite sprayed if required
- Framing
- Wall insulation
- Above ceiling
- Building Pre Certificate of Occupancy inspection
- C of O inspection (certificate of occupancy). At the time of the C of O inspection all building and site work must be done and approved by the Community Development Department, Rogers Water Utility, Building Inspections and Fire Marshal's Office.
- This list does not cover all the inspections, but just the main ones. Other inspections will be required like; gas pressure test, electric, gas, water and sewer yard lines, temporary and permanent electric service, etc. Just schedule those inspections as needed.

We are here to work with you and help you have a successful project, if you have questions or need help along the way please contact us at any time!

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