



FORM # 4 REV. 01/06/2005

St. Tammany Parish

Department Of Permits & Regulatory

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Covington, LA 70434

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Kevin Davis

Parish President

**PERMIT
NUMBER _____**

I acknowledge receipt of and understand the below inspection requirements.

I also acknowledge that by acting as the general contractor for my personal residence I assume all responsibilities for above referenced permit and shall become familiar with all inspections that are required for this project.

Signature of homeowner

REQUIRED INSPECTION STANDARDS AND PROCEDURES

PERMIT PLACARDS SHALL BE POSTED IN A CONSPICUOUS PLACE ON THE JOB SITE
AND
SANITARY FACILITIES SHALL BE ON JOB SITE PRIOR TO ANY WORK COMMENCING

INSPECTIONS REQUIRED FOR CONSTRUCTION

- | | |
|-------------------------------|------------------------------|
| 1. ELECTRICAL | (TEMPORARY POLE) |
| 2. DRAINAGE PRE-POUR | (DRAINAGE PRELIMINARY GRADE) |
| 3. PLUMBING PRE-POUR | (UNDERGROUND PRE-POUR) |
| 4. BUILDING FOUNDATION | (PRE-POUR SLAB OR FOOTINGS) |
| 5. MECHANICAL | (ROUGH-IN) |
| 6. PLUMBING | (TOP OUT) |
| 7. ELECTRICAL | (ROUGH-IN) |
| 8. BUILDING | (FRAME) |
| 9. PLUMBING | (FINAL) |
| 10. MECHANICAL | (FINAL) |
| 11. ELECTRICAL | (FINAL) |
| 12. DRAINAGE FINAL | (FINAL GRADE INSPECTION) |
| 13. BUILDING | (FINAL) |

SEPARATE PERMITS ARE REQUIRED FOR ELECTRICAL, MECHANICAL, PLUMBING AND GAS INSTALLATIONS. PERMITS SHALL BE FILED PRIOR TO WORK COMMENCING.

- ALL SUBCONTRACTORS (ELECTRICAL, MECHANICAL, PLUMBING, AND GAS) ARE RESPONSIBLE FOR FILING THEIR OWN JOBS AND SCHEDULING OF INSPECTIONS. HOME OWNERS CANNOT FILE A JOB FOR THE SUBCONTRACTORS.
- INSPECTIONS NEEDED FOR THE NEXT WORKING DAY MUST BE SCHEDULED BY 2:00 p.m. THE DAY BEFORE THE INSPECTION IS REQUIRED.
- IT IS THE RESPONSIBILITY OF THE GENERAL CONTRACTOR/HOMEOWNER TO PROVIDE ACCESS (MUST BE OPEN) TO THE PROJECT FOR ANY AND ALL INSPECTIONS THAT ARE SCHEDULED. IF STRUCTURE IS LOCKED A REINSPECTION WILL BE REQUIRED THE COST OF WHICH IS OF \$50.00.
- ALL INSPECTION SITES WILL BE ATAGGED@ ACCORDINGLY:
 - GREEN.....APPROVED
 - RED.....REJECTED
 - BLUE.....BRICK ONLY APPROVED (A SEPARATE FRAMING INSPECTION IS ALSO REQUIRED PRIOR TO FUTURE INSPECTIONS)
- ALL INSPECTIONS THAT ARE REJECTED SHALL REQUIRE A REINSPECTION
 - 1ST REINSPECTION \$ 50.00
 - 2ND REINSPECTION \$100.00
 - 3RD REINSPECTION \$150.00
 - 4TH REINSPECTION \$200.00
- DO NOT POUR A SLAB/ FOUNDATION/FOOTING PRIOR TO RECEIVING AN APPROVAL (GREEN TAG) (2,3,4)

Pouring a foundation without an inspection shall result in the following:

- 1st offense \$ 500.00 fine and a letter from an engineer
 - 2nd offense \$1000.00 and letter from engineer
 - 3rd offense \$1000.00 fine and removal of foundation
- BEFORE CLOSING WALLS OR INSULATING YOU SHALL HAVE 4 APPROVED INSPECTIONS (4 GREEN TAGS) (5,6,7,8)
 - DO NOT OCCUPY STRUCTURE UNTIL A CERTIFICATE OF OCCUPANCY HAS BEEN ISSUED

The fine for occupying without a certificate of occupancy is \$100.00/day until compliance and any other jobs that are outstanding will receive a cease and desist order.

**IF YOU HAVE ANY QUESTIONS REGARDING
THE ABOVE STANDARDS AND
PROCEDURES PLEASE CONTACT US!
985-898-2574 OR 985-646-6166**

