



# INSPECTION PROCEDURES

**ROSS TOWNSHIP**  
1000 Ross Municipal Drive  
Pittsburgh, PA 15237  
Phone: (412) 931-7055  
Fax: (412) 931-3508

- ✓ **Building Permit Placard** must be posted **AND** accessible on the work site
- ✓ **DO NOT SCHEDULE WORK IF THE WORK IS NOT READY FOR INSPECTION**
- ✓ **FAILURE TO COMPLETE WORK BEFORE INSPECTION MAY RESULT IN A RE-SCHEDULING**
- ✓ **FAILURE TO COMPLY WITH INSPECTION REQUIREMENTS MAY CAUSE YOUR PERMIT TO BE REVOKED / LEGAL ACTION MAY BE FILED.**
- ✓ **DEVIATION FROM APPROVED CONSTRUCTION DOCUMENTS WILL REQUIRE RESUBMISSION TO PLAN REVIEW; THE PROJECT WILL NEED RE-INSPECTED WITH APPROVED REVISED PLANS.**

**EMAIL/TXT\*\* YOUR INSPECTION REQUEST TO [INSPECTIONS@ROSS.PA.US](mailto:INSPECTIONS@ROSS.PA.US)**

## **-INSPECTION REQUESTS ONLY-**

### **YOUR MESSAGE MUST INCLUDE THE FOLLOWING:**

- 1. PERMIT # & ADDRESS ( /TENANT SPACE)**
- 2. INSPECTION\*\*\* TYPE: (i.e.: Footing, Framing, etc...)**
- 3. REQUESTED DATE & "AM" or "PM"**
  - **FOOTING ONLY** (specify requesting time)

**ALLOW 48 HOURS NOTICE.**

**INSPECTIONS RECEIVED AFTER 3PM (END OF BUSINESS) WILL BE ACCEPTED AS NEXT BUSINESS DAY. You will be notified regarding the scheduling of your inspection.**

## **Electrical & Plumbing Inspections - Contact Directly**

**Code.sys Code Consulting, Inc.: 412-821-0337 x39 (ELECTRICAL), Gene Meaner**

**Allegheny County Health Dept. (ACHD) – Plumbing Program: 412-578-8036**

***Email a copy of any other AHJ & Engineering reports to both the Inspector & Building Code Official for Acceptance***

*\* ELECTRICAL INSPECTIONS will be scheduled directly with Code.sys Code Consulting, Inc.*

*\*\* Most cellular carriers support "txt to email", txt your requests to the format.*

*\*\*\* Combination Inspectors [ACCESSIBILITY / BUILDING] may be scheduled at the same date for request; time allowing*

## TYPICAL INSPECTIONS REQUIRED (not limited to):

### RESIDENTIAL PROJECTS

- FOOTING (prior to concrete)
- FOUNDATION<sup>1</sup>
- ROUGH-IN ELECTRICAL / HVAC (MECHANICAL) / PLUMBING
- FRAMING<sup>1</sup>
- FIRESTOPPING / INSULATION<sup>1</sup>
- WALL COVERING
- FINAL<sup>1</sup> ELECTRICAL / HVAC (MECHANICAL) / PLUMBING
- FINAL<sup>1</sup> BUILDING / OCCUPANCY

### COMMERCIAL PROJECTS

- FOOTING (prior to concrete)
- FOUNDATION<sup>1</sup>
- ROUGH-IN<sup>1</sup> ELECTRICAL / HVAC (MECHANICAL) / PLUMBING
- FRAMING<sup>1</sup>
- INSULATION<sup>1</sup>
- FIRE SEPARATION / WALL COVERING / ABOVE-CEILING
- FINAL<sup>1</sup> ELECTRICAL / HVAC (MECHANICAL) / PLUMBING
- FIRE ALARM TEST
- FIRE SUPPRESSION
- FINAL BUILDING<sup>1</sup> / OCCUPANCY<sup>2</sup>
- FINAL ACCESSIBILITY *(if necessary, for **PERMANENT CERTIFICATE OF OCCUPANCY**)*

<sup>1</sup> ENERGY COMPLIANCE MAY NEED VERIFIED AT THE INSPECTION.

<sup>2</sup> A **TEMPORARY** CERTIFICATE OF OCCUPANCY MAY BE ISSUED BY THE BUILDING CODE OFFICIAL HAVING COMPLETED ALL OTHER REQUIREMENTS, BUT PRIOR TO COMPLETION OF ACCESSIBILITY COMPLIANCE; TYPICALLY ONLY VALID FOR 30 DAYS AFTER ISSUANCE, UNLESS APPROVED BY THE BUILDING CODE OFFICIAL.

## TYPICAL INSPECTIONS REQUIRED (not limited to):

### RESIDENTIAL DECK INSPECTIONS

- FOOTING (prior to concrete)
- FRAMING
- FINAL

### GROUND SIGN INSPECTIONS

- FOOTING
- ELECTRICAL (if applicable)
- FINAL

### (ZONING/USE) OCCUPANCY INSPECTIONS\*\*

- Zoning / Use Compliance
- Use & Occupancy
- Means of Egress
- Exit Access
- Exit Discharge(s)
- Fire Alarm
- Fire Extinguishing / Suppression Systems

### RESIDENTIAL POOL INSPECTIONS

- FOOTING (prior to concrete) – IN-GROUND
- ROUGH-IN ELECTRICAL
- ELECTRICAL FINAL
- FINAL- SAFETY BARRIER, LOCKING LADDERS, DOOR ALARMS, etc.

### TEMPORARY OCCUPANCY INSPECTIONS\*

- Zoning / Use Ordinance Compliance
- Use & Occupancy
- Means of Egress
- Exit Access
- Exit Discharge(s)
- Fire Alarm
- Fire Extinguishing / Suppression System

\* A **TEMPORARY** CERTIFICATE OF OCCUPANCY MAY BE ISSUED BY THE BUILDING CODE OFFICIAL HAVING COMPLETED ALL OTHER REQUIREMENTS, BUT PRIOR TO COMPLETION OF ACCESSIBILITY COMPLIANCE; TYPICALLY ONLY VALID FOR 30 DAYS AFTER ISSUANCE, UNLESS APPROVED BY THE BUILDING CODE OFFICIAL.

\*\* A “USE & OCCUPANCY CERTIFICATE” WILL BE ISSUED FOR THE ZONING COMPLIANCE AND/OR SUSTAINING USE & OCCUPANCY COMPLIANCE OF THE STRUCTURE / SPACE. AN INSPECTION WILL VERIFY PROPER MAINTENANCE OF ALL MEANS OF EGRESS AND EXITING, AND (IF APPLICABLE) FIRE ALARMS & SUPPRESSION SYSTEMS. THE SAME CERTIFICATE WILL BE ISSUED FOR PA-UCC EXEMPT ACCESSORY STRUCTURES / FENCES FOR ROSS TOWNSHIP’S ZONING ORDINANCE COMPLIANCE.