



COUNTY OF WINNEBAGO

REGIONAL PLANNING & ECONOMIC DEVELOPMENT DEPARTMENT

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**BUILDING
PLANNING & ZONING**

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MINIMUM REQUIREMENTS FOR FINAL INSPECTION FOR ISSUANCE OF CERTIFICATE OF OCCUPANCY

1. The roof must be completed, outside walls weather tight, windows and doors in and weather-stripped.
2. All electrical wiring run, with plugs and switches installed with face plates on. All required fixtures must be installed or in the case of a special order fixture, a temporary fixture will be allowed.
3. Plumbing (waste, drain, vent and water supply) systems must be completed with uninstalled fixture connections capped off for sanitation protection.
4. Insulation and sheetrock shall be completed. Sheetrock must be taped and nails spotted. In bathrooms and kitchens, the walls, floors and ceilings must be made washable. Interior doors, except toilet room doors need not be installed. Interior of house does not have to be painted nor carpeting installed.
5. The kitchen must have a sink and electrical installed where counter tops are going to be installed. Provisions for stove must be present either as a capped gas line or a 220 plug installed in the wall. If stove is to be wired directly, it shall be hooked up for inspection and anti-tip bracket installed.
6. Bath must be complete with toilet, lavatory and tub or shower. All water saving devices required shall be installed in completed bathrooms. Maximum flush water capacity on toilets is 1.6 gallons.

7. The water heater must be installed and ready to operate or the water heater must be CEC approved.
8. Furnace must be installed and ready to operate. If electric heat, units must be installed. Thermostats shall be installed for inspection.
9. If a stove or fireplace is to be a part of the structure, or if a chimney thimble is installed in the roof, the unit must be in for inspection. All forms of fireplaces must have a flue damper (unless an airtight stove) and an outside air intake. Outside air is not required if the unit is designed by the manufacturer with outside air inlets built in.
10. All stairs and railings must be complete with handrails terminated at newel posts or returned to wall.
11. Decks must be installed if on permit and plans. All decks must be completed with guardrails, handrails (if required) and stairs in place.
12. Gutter and downspouts must be installed as required and all erosion control measures in place.
13. Any electrical boxes for later use must be properly terminated, wire nuts securely attached and openings covered.
14. All required smoke detectors/carbon monoxide detectors shall be installed as specified on the plan and shall be ready to function. Only approved types which detect products of combustion other than heat will be allowed. All fire blocking of concealed spaces shall be installed and secured, using only approved fire blocking agents, materials or methods of construction.
15. All Zoning, Planning, Environmental Health, Highway Department, Erosion Control/Grading and Fire District requirements shall be met (if required) and their HOLD on your building permit is removed.

Revised 03-07 (JM)

~ It is our mission to provide high quality services and promote a safe community for all people in Winnebago County ~