**Why do you require an inspection?**

Inspections are a required part of the permit process. Whether a home is being built or a smaller scale residential construction project is undertaken, the permit is not complete until all work passes the required inspections. The City of Edmonton’s Safety Codes Officers conduct compliance monitoring inspections in alignment with applicable codes, standards and bylaws.

**Note:** The City of Edmonton oversees the inspection process but any work completed on residential property is the owner’s responsibility.

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**Inspection Checklist**

**Single family, Semi-Detached & Row Housing (up to four units)**

The following inspections are required, each occurring at different stages of your home’s construction:

1. **Footing and Foundation Inspection (prior to backfill)**
   - Review of any damp roofing
   - Footing
   - Foundation
   - Weeping Tiles

2. **Framing Inspection**
   - City-stamped approved drawings on site, including roof truss/floor system package
   - Truss installation
   - Bearing points/bracing/blocking
   - Fire separation continuity (where applicable)
   - Ensure construction matches the supplier details and the engineered layouts

3. **Insulation and Vapour Barrier Inspection**
   - Ensure construction meets the Energy Code approved drawings on site
   - Building envelope (weather tight building, continuity of air barrier)

4. **Final Building Inspection**
   - Confirmation of documentation requirements (where applicable)
   - Safety systems:
     - smoke alarms
     - carbon monoxide alarms
     - handrails
     - guard rails
     - egress requirements
     - basement insulation

**Miscellaneous building permits (basement developments, renovations, sheds, decks, garages, hot tubs, gazebos and swimming pools)**

*Each project may have a different number of other inspections based on the services built into the project (electrical, HVAC & plumbing/gas).*

1. **Final Building Inspection**
   - Supportive structure
   - Non-vented soffits (where applicable)
   - Construction must match City approved permit drawings
   - Conforming guard rails, handrails and stairs
   - Weather-tight building envelope
   - **Hot tub or swimming pool installations only** — Protection from unauthorized access by a fence, wall or enclosure that has a minimum height of 1.8m and can’t be climbed from the outside.
**Documentation required prior to booking an inspection**

- Upon issuance of a permit, the permit holder must comply with the terms and conditions of the permit including requesting site inspections at specific stages of construction.
- Building permits must be issued prior to booking an inspection.

**Scheduling an inspection**

- Call 311 to book your inspection or schedule online at edmonton.ca (for registered online contractors)
- Property address must be visible from the street
- Individuals 18+ must be present to provide access for inspections in occupied dwellings
- Ensure access to all areas of inspection is clear and unobstructed
- Secure and contain all pets

**Inspection fees**

(1) Unless otherwise specified, the fee payable for a permit includes all mandatory inspections.

(2) The fee of $250 for an additional inspection is payable where:
- (a) the municipal address of the parcel for which the permit was issued is not displayed; (b) when an inspection has been previously arranged; and, when (i) the inspector is unable to access the building (ii) the undertaking is not ready for an inspection or (iii) a previously identified deficiency has not been corrected.

(S.2, Bylaw 17000, January 1, 2015) (S.7, Bylaw 17450, January 1, 2016) (S.21, Bylaw 15894, Consolidated January 1, 2016)

**Canceling an inspection**

Cancel an inspection by calling 311. Cut off time for requesting a cancellation is 12 pm on the business day prior to the day the inspection is scheduled.

**Documents required on site for an inspection**

Copies of permits and City-approved plans must be on site.

**Possible inspection outcomes**

**Acceptable**

No deficiencies need to be corrected.

**Acceptable with conditions**

Minor deficiencies have been identified but are not considered life safety.*

**Unacceptable**

Multiple deficiencies or life safety concerns have been identified. Re-inspection is necessary before proceeding.

* Life safety: recognizing occupant safety and egress requirements

**Timelines**

- Call before noon: inspection is scheduled for the next business day
- Call after 12 PM: inspection is scheduled within two business days
- Customer Service Agreement: two to five business days (exceptions during high volume)
- Required to begin work within 90 days of issuance of permit
- Permits expire (24 months from date of issuance)

**Safety**

The Province of Alberta regulates the Occupational Health and Safety Code Explanation Guide that all City of Edmonton Inspectors must adhere to when performing their inspections. City of Edmonton Inspectors follow these guidelines to ensure their safety while coming onto or leaving your site.