The checklists are developed cooperatively within the inspection and the plan review bodies and are related directly with the current codes as adopted by the state of Oregon. They are intended to:

- Be used as guides to assist the inspectors and plans examiners to perform efficient inspections and reviews.
- Promote consistency in the application of the building code and standard practices within the city of Salem.
- Be used by the contractors and the general public to prepare for the inspections and the construction documents.

These checklists are applicable for wood frame Residential structures. They do not include all code requirements. Therefore, they do not waive any specific code requirements not listed or allow for the decrease in the requirements of an engineered design. It also does not add requirements where the minimum of the code has been met.

### Responsibility of the permit applicant

Contractors and/or permit holders are responsible to provide the following:

- All approved plans, documents and revisions to plans must be maintained on site and available for review at all times the building is under construction *(ORSC R106.3.1)*
- Establish safe access to perform all inspections *(ORSC R109.1)*
- Permit posted on site *(ORSC R105.7)*
- Inspection Sign-off Card posted *(ORSC R105.7)*
- Address posted on site *(ORSC R110.3)*
- If ladders or equipments are necessary to perform inspections, all ladders and equipments shall meet minimum OSHA standards. Inspectors are not responsible for setting up or moving ladders from one location to another, within or to other buildings or structures *(ORSC R109.1)*.
- All works shall be completed prior the time of the inspection *(ORSC R109.1)*.

### Footing/ Setback Inspection *(ORSC R109.1.1)*

- All property pins located and exposed & string lines in place on at least two sides of the property *(Site plan)*.
- Underlying ground suitable to support loads (fill compacted, free of debris, etc.) *(ORSC R403.1)*.
- If Geotechnical Report or sub grade inspection is required, verify compliance with its recommendations *(ORSC R401.4)*
- Forms set-depth & width to plans *(per plans)*.
- Verify the location of interior footings *(per plans)*.
- Reinforcing placed and secured per plans for footings and walls *(ORSC R404.1.2.3.7)*.
- Hold down anchors installed as per plans and manufacturers installation instructions *(per plans)*.
- Grounding rod installed and secured per code *(ORSC R403.1.7)*.
- Verify size and length of anchor bolts on site *(ORSC R403.1.8)*.
Underfloor/foundation/rain drains and foundation drain inspection

- Mechanical, Plumbing and Electrical groundwork approved prior or at the time of structural inspection
- Engineered wood flooring layout or joist layout on site (per plans).
- Floor joists and Beams: verify sizes, spacing and clearances per plans (ORSC R317.1)
- Floor joists/Girder: verify connections; check for over notching and boring (ORSC R502.8.)
- Posts: Verify locations, connections and clearances (per plans and ORSC R502.9).
- Load Path: verify blocking under point loads, holdowns … etc.
- All mud sill in place/ with sill sealer and bolted
- Locate the underfloor access: verify size (ORSC R 408.3).
- Crawl space areas graded to drain & pipe installed (ORSC R408.5)
- Moisture barrier in place and per code (ORSC R506).
- If required: Perimeter foundation drain in place (ORSC R401.3)

Framing Inspection

General
- The building is to be enclosed with roof and windows and exterior weatherproof barrier installed.
- Engineered truss shop drawings and details (ORSC R802.10)
- Engineered wood flooring layout or joist layout.

Load Path:
- Locate point loads: truss girder, columns, beams, posts … etc. (per plans).
- Verify the supports of point loads and connections. (per plans).

Floor and Roof framing systems:
- Verify sizes and spacing per plans. (per plans).
- Verify supports and connections (truss clips, hangers, bracing, and nailing per plans or engineering). (ORSC R802.10)
- Check for over notching and boring (ORSC R502.8.)
- Verify fire blocking/draft stop (ORSC R302.11-12)

Shear walls
- Verify nails’ spacing, straps, ties per plans and engineering (per plans, ORSC R106.4 and ORSC R602.10)
- Verify holdowns’ sizes, size of structural member attached to holdowns, and connections to the framing systems per Manufactures installation instructions and engineering (ORSC R106.4).
- Verify the framing size at windows (per plans and ORSC R310).
- Check for over notching and boring (ORSC R502.8)
- Verify joint and fire blocking/draft stop (ORSC R302.11-12)

Wall Construction
- Locate bearing walls: check support system
- Verify studs’ sizes and spacing (per plans).
- Verify headers’ sizes and support system (per plans).
- Check for over notching and boring (ORSC R502.8).
- Verify fire blocking/draft stop (ORSC R302.11-12)

Glazing
- Egress Windows: check sizes and sill height (ORSC R310)
- Safety glazing
**Miscellaneous**
- Stairs: Verify head room, width, rises and runs (ORSC R311.7)
- Attic Access (ORSC R807.1)
- Smoke Detectors locations (ORSC R314 and R315)

**Insulation Inspection**
- Material meets the required r-value (per plans).
- Vapor barrier installed where required (ORSC N1104.8.2).
- Vent baffles installed to code.
- Fire Smoke Barrier behind the tubs, shower enclosure and other concealed spaces (ORSC R302.11-12)
- Rodent proofing

**Sheetrock Inspection**
- Interior brace panel: verify fasteners’ size and spacing (per plans)
- 5/8" type X sheetrock on lid of garage with living space above (ORSC R302.5-6).
- Fire Wall (Exterior fire-rated wall, Party Wall (per plans)
- Under stairs sheathing for storage space (ORSC R302.7).

**Final Inspection**
- Structural, plumbing, mechanical, and electrical to be ready prior to requesting inspection.
- Installation instructions for any listed equipment shall available on site (ORSC M1307.1 and G2408.1)
- Working smoke detectors (All covers remove and working) (ORSC R314 and R315)
- Egress window operation (ORSC R310 and R408.3)
- Fire door between the dwelling and the garage (ORSC R302.5-6 and Table 302.6)
- Check attic & crawl accesses (ORSC R310).
- Attic & underfloor insulation (ORSC Table N1102.1 (1)).
- Driveways poured.
- Porches, decks, guardrails and handrails in place (ORSC R311 and R312).
- Weather strip on all exterior doors.
- Address numbers as required and installed. (ORSC R319)
- Grade sloped away from building (ORSC R401.3).
- Landscape walls and exterior retaining walls per plans or per code (per plans)
- Landscaping trees per planning requirements (per plans)
- Final Special Inspection Letter if Special Inspection is required (per plans)