

INSPECTION PROCEDURE INFORMATION

After the building permit has been approved, the following procedure will be followed in requesting inspections.

1. Town will notify Building Inspector that a permit has been issued (Name & Number on permit). Inspector maintains a log of inspections for each permit.

2. When an inspection is needed, Applicant will fill out the Cedar Fort Building Inspection Request Form at www.townofcedarfort.com/building-inspections.htm. This will notify Councilman over permits and arrange inspections by the Town Inspector (notify Town 3 days before desired inspection).

The URL is: **www.townofcedarfort.com/building-inspections.htm**

3. Pursuant to State Code, no longer than 180 days can transpire without substantial progress being made on building after the permit has been issued - substantial progress being defined as an inspection or partial inspection being called for.

4. Failed inspections will require additional inspection(s) and will require additional payment by the applicant.

5. When FINAL INSPECTION is completed, Inspector will sign APPROVAL Form.