



City of Arlington
Community and Economic
Development

Office Hours:
Monday - Friday
8:00am - 12:00pm
1:00pm - 5:00pm



Contact us:
360-403-3551
ced@arlingtonwa.gov

Visit us:
18204 59th Ave NE
Arlington, WA 98223



This Assistance Bulletin only
applies to properties within
Arlington City Limits

www.arlingtonwa.gov
[Arlington Municipal Code](#)

Assistance Bulletin

RESIDENTIAL INSPECTIONS

#31

Q: How do I request an inspection?

A: For building, plumbing, mechanical, access (driveway) and civil (grading, drainage, landscaping), right-of-way inspection requests, you may schedule your inspection by calling: 360-403-3417

- Sanitary Sewer Department inspections call: 360-403-3508
- Water Department inspections call: 360-403-3526

If you are having difficulty scheduling an inspection, please contact the Permit Center at 360-403-3551 or ced@arlingtonwa.gov

For electrical inspections you must contact the Washington State Dept. of Labor and Industries: www.lni.wa.gov

For Snohomish County Health District requests, call (425) 339-5250: www.snohd.org

Q: What information will I need to give when I schedule an inspection request online?

A: When scheduling an inspection, you will be asked for:

1. the Permit Number;
2. the type of inspection you would like to request; and
3. You may request an am or pm inspection but please note that the inspector may or may not be able to accommodate such requests depending on their route for the day.
4. You may leave a message for the inspector, such as instructions on where the key is located, access codes, etc.

Q: Are there conditions that must be met before I can schedule an inspection?

A: Related permits for civil, access/driveway, trails, flood hazard, and electrical must be closed before a final inspection may be scheduled on a building permit. You will need to work with your site inspector to close these permits. There may be special conditions related to flood hazard permits which must be completed prior to scheduling building inspections.

See the conditions on your permit for more information.

RESIDENTIAL INSPECTIONS #31

Q: When will the inspection take place?

A: You will be allowed to schedule inspections one to three days in advance. You must make the request before 3:30 p.m. for a next day inspection. Allow 48 hours for fire inspections. Please note that during extremely busy times inspections may be prioritized with concrete inspections being done first. NOTE: Never order concrete until you have received foundation approval.

Q: Do I have to be there when the inspector arrives?

A: No, but you must make provisions to allow for inspector entry (i.e., note instructions on where the key is located, security code for a gate, etc. when you schedule the inspection) and have your plans available on site. You risk not having your inspection done if you are not present for the inspection and it is not clear to the inspector what they are looking at..

Q: How will I know the results of the inspection?

A: If the inspection is approved, the inspector will sign and date the appropriate line on your Inspection Record. If the final inspection is approved, the inspector will sign and date the final inspection line on your Inspection Record.

If there are deficiencies or corrections, the inspector will leave a correction notice.

Q: If I need to talk to my building inspector, or if I need to ask questions about a correction notice, when and how can he/she be reached?

A: The building inspectors are available by cell phone or email. The inspectors' phone numbers and email addresses can be found on the Staff Directory page [StaffDirectory](#) or call 360-403-3551 to ask for assistance.

Q: Will I be penalized for re-inspections?

A: Penalties are generally assessed when a re-inspection has been requested and corrections have not been made. You may be charged a re-inspection fee. Please note it is the responsibility of the owner to have all required documents and plans on site for each inspection. Inspectors cannot complete inspections without the approved plans and supporting documents being on site. A re-inspection fee may be charged if the documents are not on site and the inspector is not able to complete the inspection.

Q: When can I occupy or use my house/structure?

A: A structure may be occupied or used only after the final inspection has been approved. You are in violation of city code if you occupy the premises prior to that.

Q: If I contract with a builder to construct my home, who is responsible to call for inspections?

A: The person doing the work is responsible according to the International Residential Code (IRC). However, you should always check your permit and make sure the Final inspection line has been signed by your inspector prior to moving in.

RESIDENTIAL INSEPTIONS #31

- **Footings:** When excavation is complete, forms are in place and reinforcing steel is tied in place.
- **Foundation Walls:** When forms are erected and all steel is tied.
- **Footing Drains and Downspout:** When required by permit conditions, may call together
- **Storm Drain/Trench:** When required by permit conditions.
- **Under-floor:** Before the sub-floor is installed.
- **Under-slab Plumbing:** If applicable, required before under-slab insulation.
- **Under-slab Insulation:** When any plumbing is in place and slab/thermo-break insulation is in place.
- **Exterior Shear Nailing and Hold-downs:** Before any siding is installed that covers any required shear nailing or covers required metal straps or anchors.
- **Interior Shear:** Can be done with exterior shear or framing if applicable.
- **Plumbing Rough-in:** When all roughed-in plumbing is installed and under test.
- **Gas Piping:** After installation, a pressure test and piping inspection is required.
- **Mechanical Rough-in:** To be done with framing inspection.
- **Framing:** When the roof is on and all fire blocking (including all plate holes sealed with foam or caulk), furnace ducts, chimneys, vents, bracing and fans are in place, and the building is weatherproofed.
- **Fuel Storage Tank:** After installation, if LPG is being used. May be done at final inspection.
- **Underground Fuel Piping:** After installation, for LPG gas lines (minimum of 60# test). May be done at any point after installation.
- **Water Service:** When the trench (24" deep), pipe, and connections are open for inspection. May be done at any point after installation.
- **Insulation:** After attic and rafter baffles have been installed and insulation is completed.
- **Double-sided Shear:** If applicable.
- **Gypsum Wallboard:** When interior gypsum and garage type "X" is in place and interior shear walls are completed, but before any tape or mud is applied.
- **Driveway Access:** If required by permit under "special conditions."
- **Final Inspection:** When finished grading, drainage swales, yard drains, address numbers, complete finished kitchen, bathrooms and lighting are all installed, and decks, guard and handrails are all complete.
All of these must be completed before final inspection is approved.

Final Inspection Notes: At this time, Health District approval must be on site for drainfields and/or wells and the house must be ready to be lived in as a complete unit. All other related permits must be completed such as civil, access/driveway, trails, and flood hazard.