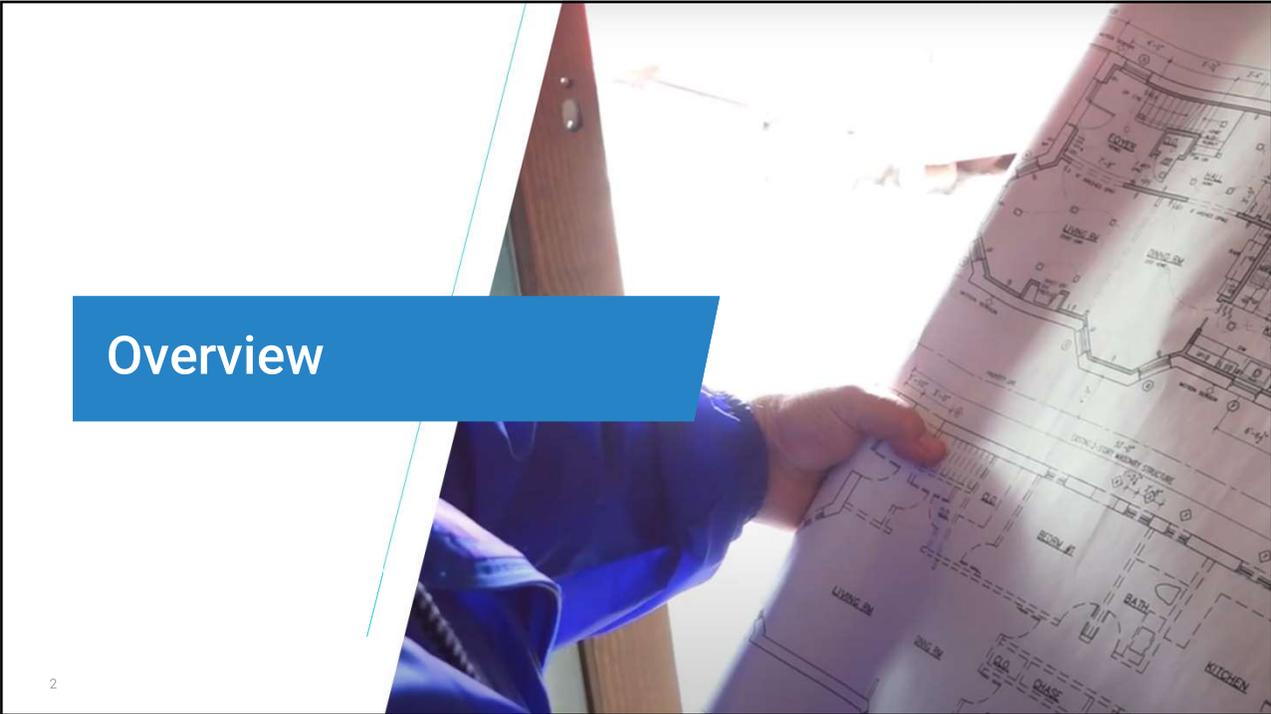


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## Inspections

- Online inspection requests
- Technical inspection bureaus
- Special Inspection programs
- Summary

3

## What inspections are required?

- Chapter 5 of the Chicago Construction Codes Administrative Provisions govern permit-related inspections
- It is the responsibility of the permit holder to request inspections when the work is ready
- If rough inspections are not passed, an inspector may require walls to be opened or work exposed for inspection

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### CHAPTER 14A-5 INSPECTION AND OBSERVATION OF PERMITTED WORK

#### 14A-5-501 GENERAL

Added Coun. J. 4-10-19, p. 100029.

**14A-5-501.1 Scope.** All work for which a permit is required by the Chicago Construction Codes is subject to inspection by the building official in accordance with this chapter.

**14A-5-501.1.1 Special inspections.** Certain types of construction work must have special inspections completed by special inspectors in accordance with Chapter 17 of the Chicago Building Code.

**14A-5-501.2 Visibility for inspection.** It is the duty of the owner to cause work that requires a permit to remain visible and able to be accessed for inspection purposes until inspected. Neither the building official nor the City will be liable for any expense entailed in the removal or replacement of any material required to allow inspection of work done pursuant to or without a required permit.

**14A-5-501.3 Authority of inspectors.** Inspectors do not have authority to approve conditions that violate the Chicago Construction Codes or other City ordinances. Inspection results or comments purporting to approve a violation of or cancel a provision of the Chicago Construction Codes or other City ordinances are invalid.

**14A-5-501.4 Reinspection fee.** Where the building official is required to conduct more than one inspection of the same premises for the same purpose under the same permit because the previous inspection resulted in a finding of non-compliance with a provision of the Chicago Construction Codes or because the previous inspection could not be completed because the inspector was not provided full access to the premises, the building official is directed to charge a reinspection fee as set forth in Section 14A-12-1205.1.

**Exception:** The building official may not charge a reinspection fee where the subsequent inspection is due to an error made by the City.

**14A-5-501.5 Extra inspections.** Where an inspection of permitted work is specially requested by the owner or required due to inaccurate or incorrect information on the permit application, faulty construction or installation, or the failure to make necessary repairs, the building official is directed to charge an extra inspection fee as set forth in Section 14A-12-1205.1.

#### 14A-5-502 REGULAR INSPECTIONS

provide access to and means for inspections of such work that are required by this section.

**14A-5-502.2 Boiler and pressure vessel inspections.** The holder of a boiler or pressure vessel permit must notify the building official when the device installed under the permit is ready for inspection. It is unlawful for any person to use any boiler or tank or tanks subject to pressure, other than the pressure in the city water mains, before the building official has issued a certificate stating that the boiler or tank may be safely used. This certificate must be framed and hung in a conspicuous place in the same room as the equipment.

**14A-5-502.3 Construction inspections.** The permit holder must notify the building official when work done pursuant to a permit is ready for the types of inspections listed in Sections 14A-5-502.3.1 through 14A-5-502.3.5. Upon notification, the building official is directed to cause the inspections to be made or otherwise verify ongoing compliance with the Chicago Construction Codes and allow the work to proceed.

**14A-5-502.3.1 Footing and foundation inspection.** Footing and foundation inspections must be requested after excavations for footings are complete and any required reinforcing steel is in place. For concrete foundations, any required forms must be in place and materials for the foundation must be on the site before inspection.

**Exception:** Where concrete is ready-mixed in accordance with Chapter 19 of the Chicago Building Code, the concrete need not be on site before inspection.

**Editor's Note—**At the discretion of the editor, the word "for" in the second sentence has been set ordinary type, although it appears in italics in the Coun. J. 4-10-19, p. 100029, Art. 1. "For" is not a defined term. Future legislation will correct this provision if needed.

**14A-5-502.3.2 Concrete slab and under-floor inspection.** Concrete slab and under-floor inspections must be requested after in-slab or under-floor reinforcing steel and building service equipment, conduit, piping, accessories, and other ancillary equipment items are in place, but before any concrete is placed or floor sheathing installed, including the subfloor.

**14A-5-502.3.3 Framing inspections.** Framing inspections must be requested after the roof deck or sheathing, framing, fire-blocking, and bracing are in place and pipes, chimneys, and vents to be concealed are complete and the rough electrical, plumbing, heating systems' wires, pipes, and ducts have been inspected.



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			<p><b>Buildings</b> Phone: 312.744.3449</p> <p>Contact Us 121 N. LaSalle St. Room 900 Chicago, IL 60602 Get Directions</p> <p>Leadership Matthew Beaudet Commissioner, Chicago Department of Buildings</p>
<p><b>Permits</b> Permits, Self-Certification, Plan Review, Developer Specialized Reviews</p>	<p><b>Inspections and Reports</b> Permit, periodic, and complaint-based inspections; Required reporting programs</p>	<p><b>Trade Licensing</b> Licensing information for builders and contractors</p>	<p><b>Department Facts</b></p> <p>About Us: Mission Leadership</p>
			<p><b>Related Links</b></p> <ul style="list-style-type: none"> <li><a href="#">Request a Permit Inspection</a></li> <li><a href="#">Chicago Heat Ordinance</a></li> <li><a href="#">File a Complaint Against a Permit Expediter (BACP)</a></li> </ul>

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**City of Chicago** | The Official Website



### Inspection Request

This form is to request the inspection types as described below. All other service requests should be made by calling 311. ALL FIELDS REQUIRED UNLESS OTHERWISE NOTED. Required fields are marked with an (\*).  
[Click here to request Elevator Inspection Appointment.](#)  
[Click here to request Restaurant Start-up Inspection Appointment.](#)

Permit Number (*)	<input type="text"/>
Property Address (*)	<input type="text"/>
Zip Code	<input type="text"/>
Inspection Option (*)	Select Inspection Option ▼
Inspection Type (*)	<input type="text"/>

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## Technical Inspection Bureaus

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## New Construction Bureau

New Construction inspections (building permits for both new buildings and building alterations) include:

- Architecture
- Excavation & Foundations
- Framing
- Masonry



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## New Construction Bureau

New Construction inspectors:

- Verify that the scope of work matches the approved permit drawings
- Verify that the general contractor and mason performing work are licensed and listed on the building permit
- Respond to 311 citizen complaints for working without a building permit and working beyond the scope of the building permit

Building permit inspections are requested online at [www.cityofchicago.org/buildings](http://www.cityofchicago.org/buildings)



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## Electrical Bureau

Electrical inspections include:

- New construction, alteration and repair permits
  - Distribution & wiring
  - Emergency Lighting & Fire Alarms
  - Power & devices
  - Signage
- Signs and generators are inspected annually
- BACP License Task Force



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## Electrical Bureau

Electrical inspectors:

- Verify that the scope of work matches the approved permit drawings
- Verify that the contractors performing work are licensed and listed on the building permit
- Respond to 311 citizen complaints

Building permit inspections are requested online at  
[www.cityofchicago.org/buildings](http://www.cityofchicago.org/buildings)



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## Ventilation Bureau

Ventilation inspections include:

- New construction, alteration and repair permits
  - Ventilation & furnace equipment & distribution
- Annual equipment inspections for high-rise & commercial buildings
- BACP License Task Force



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## Ventilation Bureau

Ventilation inspectors:

- Verify that the scope of work matches the approved permit drawings
- Verify that the contractors performing work are licensed and listed on the building permit (*if required*)
- Respond to 311 citizen complaints

Building permit inspections are requested online at [www.cityofchicago.org/buildings](http://www.cityofchicago.org/buildings)



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## Refrigeration Bureau

Refrigeration inspections include:

- New construction, alteration and repair permits
  - Refrigeration systems
  - Air conditioning units
- Annual equipment inspections



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## Refrigeration Bureau

Refrigeration inspectors:

- Verify that the scope of work matches the approved permit drawings
- Verify that the contractors performing work are licensed and listed on the building permit (*if required*)
- Respond to 311 citizen complaints

Building permit inspections are requested online at [www.cityofchicago.org/buildings](http://www.cityofchicago.org/buildings)



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## Plumbing Bureau

Plumbing inspections include:

- New construction, alteration and repair permits
  - Underground plumbing
  - Rough plumbing
    - Supply piping and connections
    - Waste piping and connections
    - Distribution
  - Fixtures
- BACP License Task Force



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## Plumbing Bureau

DOB Plumbing inspectors:

- Verify that the scope of work matches the approved permit drawings
- Verify that the contractors and workers performing work are licensed and listed on the building permit
- Respond to 311 citizen complaints

Building permit inspections are requested online at  
[www.cityofchicago.org/buildings](http://www.cityofchicago.org/buildings)

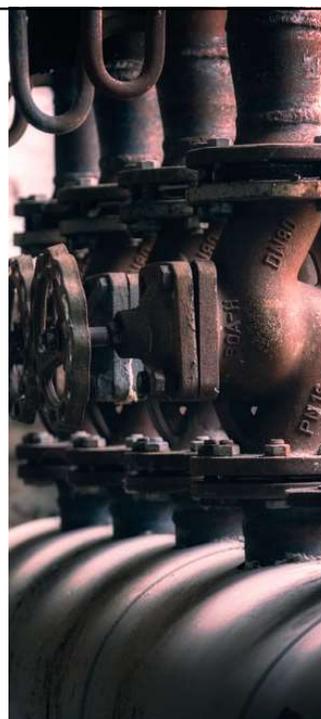


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## Boiler Bureau

Boiler inspections are performed for all buildings except residential buildings with less than 4 dwelling units and include the following:

- Inspections for new construction, modernization and repair permits
  - Boilers used for generating heat or power and all pressure vessels
- Verify that the scope of work matches the approved permit drawings
- Annual equipment inspections
- Respond to 311 citizen complaints
- Building permit inspections are requested online at [www.cityofchicago.org/buildings](http://www.cityofchicago.org/buildings)

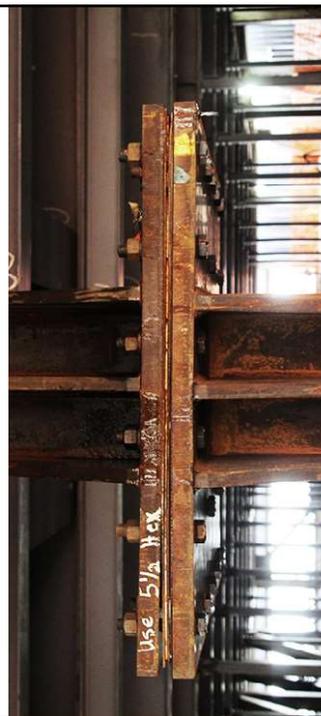


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## Iron Bureau

Iron inspections include:

- New construction, alteration and repair permits
  - Structural steel
  - Structural reinforcement bar
  - Water tanks
  - Scaffold
  - Marquees
  - Canopies
  - Fire escapes
  - Balconies
- Iron Hoist Inspection



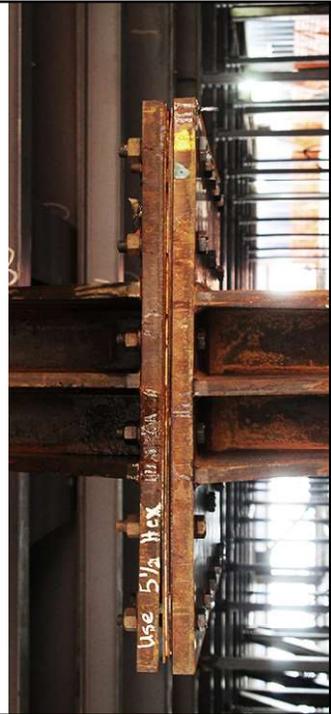
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## Iron Bureau

Iron inspectors:

- Verify that the scope of work matches the approved permit drawings
- Respond to 311 citizen complaints

Building permit inspections are requested online at [www.cityofchicago.org/buildings](http://www.cityofchicago.org/buildings)



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## Elevator Bureau

Elevator inspections include:

- Inspections for new construction, modernization and repair permits
  - Passenger & freight elevators
  - Platform lifts
  - Stage lifts
  - Escalators
  - Window washing rigs
  - Amusement rides



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## Elevator Bureau

Elevator inspectors:

- Verify that the scope of work matches the approved permit drawings
- Verify that the contractors performing work are licensed and listed on the building permit
- Accident investigation
- Annual equipment inspections
- Respond to 311 citizen complaints

Building permit inspections are requested via email at [dob-elevator-inspections@cityofchicago.org](mailto:dob-elevator-inspections@cityofchicago.org)



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## Construction Equipment Bureau

Construction Equipment inspections include:

- New construction, alterations & wrecking permits
  - Construction Cranes
  - Heavy Construction Equipment
- Periodic crane & heavy equipment inspections



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# Construction Equipment Bureau

Construction Equipment inspectors:

- Verify that the cranes are erected & reconfigured according to the approved plans
- Verify that the crane company and operator on site hold valid licenses
- Respond to 311 citizen complaints

Inspections are requested via email at [dob\\_constructionequipment@cityofchicago.org](mailto:dob_constructionequipment@cityofchicago.org)



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## Audience Q&A Session

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## Certificate of Occupancy Inspections

Certificate of Occupancy team inspections are performed from construction start to finish for the following building permit types:

### New construction with any of the following:

- Residential buildings with 4+ dwelling units
- Non-residential buildings 10,000 sq.ft. and greater
- Institutional or Assembly occupancy types

### Building rehabilitation with any of the following:

- Residential buildings with 4+ dwelling units & more than one subcontractor
- Change of Occupancy
- Non-residential buildings 10,000 sq.ft. and greater
- Institutional or Assembly occupancy types

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## Certificate of Occupancy Inspections (continued)

Certificate of Occupancy team inspections include the following (additional bureaus are included as required):

- New Construction
  - Architecture, excavation, foundations & masonry
  - Ventilation
  - Department of Zoning
  - Fire Department
- Electrical
- Plumbing
- Verify that the scope of work matches the approved permit drawings
- Verify that the contractors performing work are licensed and listed on the building permit
- Building permit inspections are requested online at [www.cityofchicago.org/buildings](http://www.cityofchicago.org/buildings)

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## Conservation Inspections

Conservation Inspections include:

- Annual maintenance inspections on existing buildings
  - Exterior walls, parapets, overhangs
  - Windows, doors, gutters, downspouts & roof
  - Porches & fences
  - Interior walls & ceilings
  - Carbon monoxide & smoke detectors
  - Excludes single family homes & 3 story residential buildings without a basement dwelling unit



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## Conservation Inspections (continued)

- Alteration permits inspected by Conservation Bureau:
  - Exterior wall repair
  - Porch repair & replacement
  - Deconversion of illegal dwelling units
- Administrative Hearings & Circuit Court reinspections
- Respond to 311 citizen complaints regarding existing buildings
- Request inspections for building permits that address building violations and the alteration permits listed above online at [www.cityofchicago.org/buildings](http://www.cityofchicago.org/buildings)



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## Special Inspections Program (SIP)

Special Inspections Program includes:

- Inspection of exit doors, exit corridors & exit stairs, exit capacity, travel distance, exit signs, emergency lighting, occupancy capacity signs & fire rated separations
- BACP License Task Force
- Liquor Licenses (new inspections)
- Public Place of Amusement License (new & annual renewal inspections)
- Single Room Occupancy License (new & renewal inspections)
- Nursing Homes (new & renewal inspections)
- Assembly Occupancies of more than 100 persons (new & annual inspections)
- Respond to 311 citizen complaints

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## Troubled Buildings Initiative / Strategic Task Force (STF)

Strategic Task Force inspections are performed at the request of other departments and include:

- Inspecting buildings with drug & gang activity
- Administrative Hearings (DOAH) & Circuit Court
- Attend Police Department's CAPS Meetings
- BACP License Task Force

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## Vacant and Abandoned Buildings

Vacant & Abandoned Buildings inspections include:

- Inspection of vacant buildings and open garages
- Inspection of fire damaged buildings
- Fast Track Demolition Process inspections
- Circuit Court Demolition Process inspections
- Process demolition bids for abandoned buildings and authorize wrecking contractor start
- Manage the registration of vacant buildings
- Respond to 311 citizen complaints



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## Inspections Summary

- Request inspections online or by email (no phone calls)
- Understand the types of inspections and different inspection bureaus
- Understand if a certificate of occupancy will be required for the scope of work
- Understand special inspection programs
- If in doubt, **ask**



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**Contact**

**Carl Byrd**  
Deputy Commissioner  
Department of Buildings  
carl.byrd@cityofchicago.org  
312-743-7307



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Audience Q&A Session

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