

BUILDING INSPECTION POLICY – Standard Residential

Refer to sections 10.32 - 10.41 of the [Building & Plumbing Bylaw](#) for full inspection requirements.

REQUESTING AN INSPECTION

Request inspections by emailing ds@ladysmith.ca with minimum **48 hours** notice. Include the address and inspection type. Work must remain exposed until approved. Specific time requests are not guaranteed.

FOUNDATION INSPECTION

Inspect footing/foundation forms before concrete placement and after a registered BCLS survey certificate confirms location. Engineered foundations require Engineer approval and report prior to inspection. An Excavation Inspection may be required if a geotechnical engineer is not involved with the project.

PERIMETER DRAIN AND RAIN WATER LEADER INSPECTION

Inspect after formwork removal and installation of perimeter drains and dampproofing, but before backfilling. Roof leaders require a separate system.

UNDERSLAB RADON PIPING, POLY AND INSULATION INSPECTION

Inspect after base materials and reinforcement are placed, prior to concrete. Install insulation, 6 mil poly, seal all joints and edges, and complete all radon piping before slab placement.

UNDERSLAB PLUMBING INSPECTION

All piping must be complete, visible, properly sloped, bedded, sleeved through the slab, and tested with all sanitary piping filled with water and at least one 3m water column. A Plumber's Declaration is required from a certified plumber.

SEWER, STORM, WATER SERVICING CONNECTION INSPECTIONS

Pipes must be installed, bedded, clean, and visible. Cleanouts required within 900 mm of the building.

LATERAL BRACING INSPECTION

Inspect exterior sheathing nailing, blocking, braced wall panels (including attic areas), anchor bolts, and structural connections prior to installing membranes or finishes. Braced wall panel locations must be clearly identified, and all fasteners must remain exposed for inspection.

ROUGH-IN PLUMBING INSPECTION

Complete potable water and DWV systems and test to **2.3.6** and **2.3.7** of the Plumbing Code. Crawlspace must be dry. Radon piping, fire protection components, exhausts, pipe insulation, and clearances must be visible. Plumber's Declaration required.

FRAMING INSPECTION

Approved plans, sealed truss and beam certificates, the survey certificate, and ventilation checklists must be on site before booking inspection, which occurs once framing, sheathing, fire stopping, bracing, wiring, plumbing, and venting are complete but before insulation or finishes are applied. The building must be weather-tight and dry to a moisture content of not more than 19%.

INSULATION INSPECTION

Inspect before drywall is installed. Insulation and vapour barrier must be complete. Spray foam requires 24-hour cure time, posted notice, and daily work logs. For secondary suites, resilient channel is required on separation walls and ceilings.

OCCUPANCY AND FINAL INSPECTIONS

Final inspection approval is required **before occupancy**. Exterior and interior must be complete, safe, addressed, graded, and accessible. Driveway must be finished. Submit all applicable documents requested by your Building Inspector. A final sanitary dye test and meter reading will take place by Infrastructure Services staff.

Please note : This information was prepared to provide convenient information, and should not be considered a replacement for reviewing the bylaw or associated legal documents. If there is a contradiction between this guide and relevant municipal bylaws and/or applicable codes, please refer to the bylaws and/or codes for legal authority.

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