

The information herein is the most common for how to obtain the necessary permits for your project and is not representative of all the conditions you may encounter.

Contact and locate us...

**Building Development Agencies**

The Herrity Building  
12055 Government Center Pkwy  
Fairfax, VA 22035

- ▶ Permit Application Center  
2nd floor, 703-222-0801
- ▶ Site & Addressing Center  
2nd floor, 703-222-0801
- ▶ Building Plan Review  
3rd floor, 703-222-0114
- ▶ Zoning Review  
2nd floor, 703-222-1082
- ▶ Residential Inspections  
6th floor, 703-631-5101

**Hours of Operation**

Monday–Thursday: 8 a.m.–4 p.m.  
Friday: 9:15 a.m.–4 p.m.

**Health Department**

10777 Main Street  
Fairfax, VA 22030  
703-246-2201

*All telephone numbers are accessible in TTY by calling 711.*

*This document is available in alternative formats and languages. Please call 703-324-5033, TTY 711 for more information.*



A Fairfax County, Virginia Publication



**INSPECTIONS REQUIRED**

You are required to obtain inspections from the county for your new home. Please review the following when requesting an inspection.

- ▶ The county approved grading plan, building plans, truss shop drawings (if applicable) and HVAC certification must be available on the jobsite.
- ▶ Combined inspections for building and trade permits are required as shown in the table below.
- ▶ The county must be notified when the stages of construction are reached that require an inspection.
- ▶ Ladders, scaffolds and other equipment necessary to access construction must be provided to the inspector.
- ▶ If your home is constructed in a problem soil, you must hire a county-approved licensed professional to perform the foundation inspections. Contact Residential Inspections for more information.
- ▶ Use the table in this publication to help determine work that must be completed for each inspection type.
- ▶ The rows of the table list the

sequence of inspections required for a new home. Approval for an inspection must be attained prior to proceeding with the next applicable inspection.

- ▶ Residential inspectors conduct building/structural, plumbing, mechanical, electrical and gas inspections.

**Can I use my own inspectors?**

Yes, you must notify the county prior to permit issuance, and only pre-approved licensed professionals are permitted to conduct inspections for you. Contact Residential Inspections for more information.

- ▶ Health Department conducts inspections of the septic system and/or well, if applicable.
- ▶ Site inspectors approve the occupancy permit by performing the RUP (residential use permit) inspection.

Publications, forms and other useful information can be found online at

**[www.fairfaxcounty.gov/buildingpermits](http://www.fairfaxcounty.gov/buildingpermits)**

## Inspection Timing Checklist

Inspection	Code	Permit					Requirements
		Building	Mechanical	Plumbing	Electrical	Health RUP	
Footing	13	x					✓ Footing trench/formwork ready for concrete; bottom of trench on solid soil.
Tap	31			x			✓ Piping must be in place; a county inspector must witness the connection to the public sewer.
Combined Sewer	30			x			✓ Sewer lateral must be installed for public; sewer line for septic must be installed outside for five feet.
						x	✓ Piping must be flow tested and witnessed by county inspector.
Water Well	39			x			✓ Water pipe house and source must be installed.
						x	✓ Piping must be pressure tested and witnessed by county inspector.
Foundation wall	38	x					✓ Forms must be ready for concrete with reinforcing steel in place. ✓ Masonry must be ready for grout with reinforcing steel in place.
Groundwork	16			x			✓ Sewer and water pipe placed beneath a concrete slab must be installed.
Waterproofing	40	x					✓ Parging and waterproofing must be installed.
Slab	33	x					✓ Slab area must be ready for concrete with gravel, vapor barrier and reinforcing steel in place. ✓ If installing drain tile, it must be in place, properly sloped and tied to the proper outfall.
Chimney hearth	09	x					✓ Forms, reinforcing steel and flashing must be in place.
Fireplace throat	10	x					✓ Firebox and flue line must constructed and installed.
Electric (temporary to permanent)	07				x		✓ House must be weather-tight. ✓ Service must be accessible. ✓ Service entrance cable must be installed in the panel. ✓ Service equipment must be properly grounded.
Combined	Plumbing concealment	23			x		✓ Vents and gas, sewer and/or water pipe must be installed and pressure tested. ✓ Electrical wiring and boxes must be installed. ✓ Ductwork must be installed.
	Electrical concealment	05				x	✓ Platform for HVAC attic equipment must be in place and installed. ✓ Sill plates must be installed and secured to the foundation walls.
	Mechanical concealment	21		x			✓ Stairways must be in place and secured. ✓ Sub-flooring must be installed.
	Building framing	14	x				✓ Structure must be weather tight. ✓ Wall and roof sheathing must be installed. ✓ Windows and doors must be installed.
Insulation	17	x					✓ Wall, ceiling and crawl space insulation must be in place.
Combined	Plumbing final	08			x		✓ Plumbing fixtures and piping must be installed. ✓ Roughed-in plumbing fixtures must be permanently capped. ✓ Heath approvals must be obtain for septic/well. ✓ Meter must be set by water authority, if applicable.
	Electrical final	08				x	✓ Appliances, fixtures, outlets, panels, switches, etc. must be installed. ✓ A panel box index must be complete. ✓ HVAC equipment must be installed and operating properly.
	Mechanical final	08		x			✓ Compliant street address must be attached to the structure.
	Building final	08	x				✓ Final site grading must be complete. ✓ Attic, basement and/or crawl space insulation must be installed. ✓ The structure must be ready for occupancy and use.
Occupancy	NA					x	✓ Sodding/seeding, landscaping and screening must be in place unless winter waiver has been granted. ✓ Street, curb/gutter, storm sewers, sidewalks and street signs must be installed, if applicable. ✓ Fire hydrant must be operational, if applicable. ✓ Geotechnical certifications must be available, if applicable. ✓ All applicable proffered conditions must be satisfied.



### Miss Utility

Before you begin excavating for your project, you must first call Miss Utility at 811, TTY 711. Miss Utility is a free service that marks underground utilities.



### Inspection Scheduling

Listed below are your options to schedule an inspection.

- ▶ In-person during hours of operation, Herrity Building, Suite 634.
- ▶ Live, via telephone during hours of operation at 703-631-5101, TTY 711.
- ▶ Please note: RUP inspections can only be schedule used the above two methods.
- ▶ Via automated telephone system anytime at 703-222-2474 using the codes in the table to the left.
- ▶ Anytime on FIDO at [fairfaxcounty.gov/fido](http://fairfaxcounty.gov/fido) or on the Fairfax County app.