

## **Town of Dewey-Humboldt**

928-632-7362 / FAX 928-632-7365

### **INSPECTION PROCEDURES**

The following is a helpful list of Code Requirements and other procedures which will aid the person building for the first time under the Town of Dewey-Humboldt building Code.

- Yavapai County Issues permits for Septic Systems, and reviews all plans for flood Control.....Contact the County and get the Septic Permit and signed off with Flood Control before you apply for a Building Permit with the Town of Dewey-Humboldt.
- A permit must be issued before work can begin and inspections be made.
- Permits are required for all construction and remodeling work except for very minor work not involving mechanical, electrical or plumbing work. For clarification regarding a specific project, call the Building Safety Department at (928) 632-8643.
- Permits are required for new construction or upgrading power. Questions concerning power would be addressed by APS at (928) 776-3681.
- Inspections must be requested by 3:00 P.M. the day prior to the inspection. The inspection phone number is 632-8643.
- Inspectors cannot be committed to meet the owner or builder at a specific time as their work schedules and routes vary from day to day.
- Occasionally an inspector will not completely finish all of his inspections on the appointed day. Our policy is that he will make those missed inspections the first thing the next day.
- An approved set of plans and the Inspection Card must be posted on the job, available to the Inspector. The job address or lot number must be posted in clear view so that the Inspector and APS can find the address.
- It is in violation of the Town of Dewey-Humboldt Building Code to occupy any building (or residence) prior to Final Inspection and approval, and a Certificate of Occupancy (CO).
- It is not the Inspector's responsibility to instruct you on how to correct a deficiency or Code Violation. We assume that anyone who undertakes to build a

structure had the technical expertise to see that it is constructed according to the Code or will hire someone who does have that knowledge.

- Should you have technical problems during construction that require expert Code advise you may call 632-8643 and we will do our best to help you.