



TOWN OF ITHACA

215 N. Tioga Street, Ithaca, N.Y. 14850
www.town.ithaca.ny.us



Department of Code Enforcement

Phone (607) 273-1783 ■ Fax (607) 273-1704
codes@town.ithaca.ny.us

Hours: 8:00AM 4:00PM M-F

Inspections

The Permit Holder shall notify the Code Enforcement Department when requesting any or all inspections, including the final inspection. It shall be the responsibility of the permit holder to schedule all inspections. Inspections are scheduled with office staff.

Twenty-Four-hour notice is required for all inspections

It is unlawful to use or occupy building or land until a Certificate of Compliance/Occupancy has been issued. A written request for a Temporary Certificate of Compliance may be requested, for good cause.

Permits are valid for one year from issued permit date unless an extension is granted by the Code Enforcement Department. A request for such extension shall be made to the Code Official, in writing, with applicable fees paid to the Town.

The following list is not intended to be a complete list of inspections. The inspections that will be required on a specific project will be listed on the back of the actual permit:

- Pre-construction site inspection
- All footings are inspected after excavation and before pouring concrete, with steel in place.
- Rebar bonding prior to placement of concrete.
- Under slab inspection.
- All slabs are inspected prior to pouring concrete with all steel in place.
- Concrete walls are inspected prior to pouring concrete with all steel in place.
- Backfill / foundation drainage inspection prior to burying habitable basements.
- All plumbing & gas piping and electrical conduit or wiring prior to covering ditch.
- All gas lines, fuel lines, water and sewer lines must be tested.
- Rough-in inspections of plumbing, electrical, HVAC and gas prior to concealment.
- Framing inspection of floors, walls and roofs prior to insulating.
- Roof decking underlayment inspection, prior to placement of roofing material
- Flashing inspection prior to placement of finished product such as, but not limited to siding, roofing, ice and water etc.
- Insulation/air sealing inspection prior to hanging drywall.
- Fireplace hearth inspection prior to covering or pouring concrete with all steel in place.
- Inspection required on all electrical services prior to connection by Power Company.
- Electrical bonding and steel placement inspection for all pools.
- Special inspections as required
- Final inspection.