



Rowan County Building Code Enforcement

402 North Main Street • Suite 207 • Salisbury, N.C. 28144-4341

Office: 704-216-8619 Fax: 704-638-3130

IVR Phone System Information Sheet

Dial 1.866.701.3354 to Enter into System

When prompted enter in permit number (ONLY last four or five digits of permit)

For example permit PLUM-9-09-19414, enter 1 9 4 1 4

The system will state the address associated with the permit number

Then asks if this is the correct address

Press 1 for Yes Press 2 for No

Permit Menu

Press 1 to Request New Inspection

Press 2 to Submit Cancellation of a Pending Inspection

Press 3 to Submit a Date Change for a Pending Inspection

Press 4 to Check Inspection or Permit Status

Press 9 to Return to the Main Menu

Request New Inspection (Press 1)

Prompts for the Inspection Reference Number (The 3 DIGIT IVR Number on the Inspection Handout)

The system will also list available inspections for that permit if you do not have an IVR list available.

Press 8 to Return to Previous Menu or

Enter the 3 Digit IVR Number

Press 1 for next business day (The system will say Day, Month, Date)

Press 0 to Return to Previous Menu

WE ASK THAT YOU NOT SCHEDULE MORE THAN ONE BUSINESS DAY OUT

PLEASE REMEMBER THAT 4PM IS STILL OUR CUT OFF TIME FOR INSPECTIONS

Submit Cancellation of a Pending Inspection (Press 2)

An Inspection has to be scheduled to cancel a pending inspection

'Same Day' inspections can not be cancelled – The inspection has to be cancelled before the day of inspection

Submit a Date Change for a Pending Inspection (Press 3)

An Inspection has to be scheduled to cancel a pending inspection

'Same Day' inspections can not be changed – The inspection has to be changed before the day of inspection

Check Inspection or Permit Status (Press 4)

Press 1 for Permit Status

Press 2 for Status of Inspection

Press 8 for Previous Menu

Press 9 for Main Menu

Permit Status (Press 1) - System states status

Remember: 'Signatures Needed' means the Inspections Dept. need Signatures to Schedule Inspections

'Hold for Flood' means the Flood Admin. in Planning needs to Inspect or a Survey is needed

Status of Inspection (Press 2)

Press 1 for Past Week of Inspections

Press 2 for last 2 Weeks of Inspections

Press 3 for last Month of Inspections

Press 4 for all Inspections

Press 8 for Previous Menu

Press 9 for Main Menu



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Rowan County Building Inspections – Inspection Descriptions

IVR

Building or Framing Inspections

Building Footing	Excavated area for building support *** Port a John required at first inspection***	100
Building Foundation	Basement/Crawl Space area (Includes Footing Projection Inspection) *** Port a John required at first inspection***	105
Building Footing Projection	Checking proper projection around walls or piers	110
Building Open Floor	Checking floor joists and girder locations on piers and walls before sheathing or sub floor is applied	115
Building Monolithic Slab	Footing and Slab as one pour *** Port a John required at first inspection***	120
Building Slab	Concrete pour used for building floor	125
Building Sheathing, Flashing & Windows	Checking fastening schedule for sheathing and/or wrap around walls and windows for waterproofing needs	130
Building Waterproofing	Seal applied to walls around foundation to prevent water infiltration	135
Building Drainage	Pipe and gravel for drainage	140
Building Lintels	Inspect Metal L beam to support Brick Veneer	145
Building Framing for Residential	All framing work for residential structure before sheetrock or insulation installed	150
Building Chimney	The clearances from combustibles and chimney throat and/or damper area	155
Building Insulation	Wall Cavities and Baffles in attic	160
Building Final for Residential	To final all work for residential structure	165
Building Above Ceiling Rough In	All framing work above ceiling before lay in ceiling or sheet rock is installed – Commercial	170
Building Framing for Commercial	All framing work for commercial structure before sheetrock or insulation installed – Commercial	175
Building Fire Rated Assemblies	Inspect fire rated construction – walls, columns, beams, girders, floor, ceiling and/or roof assemblies	180
Building Final for Commercial	To final all work for commercial structure	185

Electrical Inspections

Electrical Builder's Service	Same as Saw Service – Check Electrical for Temporary Electrical Service used for building purposes	200
Electrical Underslab Rough In	All electrical lines ran before slab is poured over them	205
Electrical Under Ground Lines	All electrical lines ran underground	210
Electrical Rough In	All electrical work for commercial or residential structure before sheetrock or insulation installed	215
Electrical Change of Service	Check electrical changes for Increasing or Decreasing amps or volts to a structure's electrical service	220
Electrical Conditional Power	Check electrical for 90 day temporary electrical service – NOT FOR OCCUPANCY -	225
Electrical Above Ceiling Rough In	All electrical work above ceiling before lay in ceiling or sheet rock is installed – Commercial	230
Electrical Above Ceiling Final	To final all electrical work above ceiling before lay in ceiling or sheet rock is installed – Commercial	235
Electrical Final	To final all electrical work for commercial or residential structure	240

Mechanical Inspections

Mechanical Under Ground Gas Lines	All gas lines ran underground	300
Mechanical Rough In	All mechanical work for commercial or residential structure before sheetrock or insulation installed	305
Gas Rough In	All gas line work for commercial or residential during rough in stages	310
Mechanical Gas Pressure	Test pressure on gas lines	315
Mechanical Above Ceiling Rough In	All mechanical work above ceiling before lay in ceiling or sheet rock is installed –Commercial	320
Mechanical Above Ceiling Final	To final all mechanical work above ceiling before lay in ceiling or sheet rock is installed – Commercial	325
Mechanical Conditional Gas	90 day temporary gas service – NOT FOR OCCUPANCY -	330
Mechanical Final	To final all mechanical work for commercial or residential structure	335

Plumbing Inspections

Plumbing Underslab Rough In	All plumbing lines ran before slab is poured over them	400
Plumbing Rough In	All plumbing work for commercial or residential structure before sheetrock or insulation installed	405
Plumbing Shower Pan	Rubber Membrane inspection before tile or sheetrock is put up around shower or tub fixture	410
Plumbing Sewer Tap	Drainage connection to septic tank or utilities sewer system for commercial or residential structure	415
Plumbing Water Service Line	Under ground water pipe from well or utilities services for commercial or residential structure	420
Plumbing Above Ceiling Rough In	All plumbing work above ceiling before lay in ceiling or sheet rock is installed – Commercial	425
Plumbing Above Ceiling Final	To final all plumbing work above ceiling before lay in ceiling or sheet rock is installed – Commercial	430
Plumbing Final	To final all plumbing work for commercial or residential structure	435



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Mobile Home Setup Inspections

Mobile Home Footing	Excavated area for manufactured home support	500
Mobile Home Support System	Tie Downs, Set Up and Completed Trades under manufactured home before underpinning	505
Mobile Home Bolt Up	Mobile home halves at marriage wall connections – Not for singlewides	510
Mobile Home Sewer Tap	Drainage connection to septic tank or utilities sewer system for manufactured home	515
Mobile Home Water Service Line	Under ground water pipe from well or utilities services for manufactured home	520
Mobile Home Electrical Rough In	All electrical work for mobile home structure before finals	525
Mobile Home Mechanical Rough In	All mechanical work for mobile home structure before finals	530
Mobile Home Plumbing Rough In	All plumbing work for mobile home structure before finals	535
Mobile Home Electrical Final	To final all mechanical work for mobile home structure	540
Mobile Home Mechanical Final	To final all plumbing work for mobile home structure	545
Mobile Home Plumbing Final	To final all electrical work for mobile home structure	550
Mobile Home Final	Final for Manufactured Home – includes underpinning and decks/porches	555

Modular Home Inspections

Modular Footing	Excavated area for modular building support	600
Modular Foundation	Basement or Crawl Space area for modular structure	605
Modular Bolt Up	Modular home halves at marriage wall connections – not for singlewides	610
Modular Building Rough In	All framing work for modular structure before sheetrock or insulation installed	615
Modular Electrical Rough In	All electrical work for modular structure before sheetrock or insulation installed	620
Modular Mechanical Rough In	All mechanical work for modular structure before sheetrock or insulation installed	625
Modular Plumbing Rough In	All plumbing work for modular structure before sheetrock or insulation installed	630
Modular Water Proofing or Drainage	Seal applied to walls around foundation to prevent water infiltration and/or pipe and gravel for drainage	635
Modular Sewer Tap	Drainage connection to septic tank or utilities sewer system for manufactured home	640
Modular Water Service Line	Under ground water pipe from well or utilities services for modular home	645
Modular Mechanical Final	To final all mechanical work for modular structure	650
Modular Plumbing Final	To final all plumbing work for modular structure	655
Modular Electrical Final	To final all electrical work for modular structure	660
Modular Building Final	To final all framing work for modular structure	665

Pool Installation Inspections

Pool Wet Niche	Ground electrode connection to Wet Niche light fixture and potting compound installation	700
Pool Electrical Underground Lines	All electrical work for pool structure before pool final	705
Pool Structural Steel Bonding Grid	If concrete pool – Structural Steel – interior perimeter around pool	710
Pool Perimeter Bonding Grid	Ground electrode connections from pump to bonding grid, Ladders, Handrails, Diving Boards, etc	715
Pool Electrical Rough In	All piping to motor from power supply – wiring from pump to point of delivery – and all other electrical wiring	720
Pool Electrical Final	Final all electrical work for pool structure	725
Pool Final	Final all concrete and/or frame work on pool structure and fence area	730

Special Permit Inspections

ABC	To inspect a building to sell alcoholic beverages	905
Day Care	Inspect building for use of day care	910
Group Care	Inspect building for use of group care	915



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Citizen Access on the Web

Connect to

www.rowancountync.gov/energov

and create a New Account

**Your information will then be
sent into the system where one of the office staff
will connect your information to the active permit information
You can not create an account without a permit.**