Model Home Inspection Procedures

Welcome to our community, we appreciate your business. Please take the time to read the following information. This information is provided to insure that your project receives quality and timely inspections. Adherence to the following guidelines will reduce delays and miscommunication.

Prior to requesting your initial inspection for your model homes, you need to do the following:

- Insure construction storm water quality, Best Management Practices (BMPs) are installed per the County Approved Improvement/Grading Plan and obtain a release to commence with construction. After BMP installation obtain a release by contacting a representative with the Erosion, Sediment, and Water Pollution Control (ESWPC) Group at (916) 875-2792.
- Insure street signs are in place prior to construction as well as posting identification of lots.
- Contact your local fire district regarding releasing your project for model construction. Access roads and hydrant conditions may apply.
- Streetlights are required to be operational for nighttime sales. Contact Construction Inspection for exceptions.
- *Contact Construction Inspection for release of your model home construction. Obtain approval from Mike Lee at (916) 875-2752 or Terry Darrough at (916) 875-2760.
- Sales trailers require a separate commercial building permit. Contact Russ Williams at (916) 875-5567. Approval from your fire district and planning department must be obtained prior to placing the sales trailer in the subdivision.

New subdivisions being constructed in Sacramento County will require field supervisors to participate in the inspection process. The supervisor will attend along with area inspector in the following inspections: foundation, shear, frame and final. The supervisor will be responsible for scheduling time and insuring compliance with this policy and insure that there is no deviation from this process. A 24-hour notice is required in order to insure a field inspector and supervisor are available to conduct the inspection.

Subdivisions that do not contain models will require the contractor to designate a prototype lot. The prototype will serve as the model for the inspection sequence. All identical production units shall not precede inspections granted to the prototype. For example: a shear inspection may not be granted before the prototype has received a shear inspection and corrections have been addressed.

Inspection requests for models/prototypes may have to be rescheduled to insure the field supervisor availability. The contractor will insure Construction Inspection, the local fire department, and ESWPC issues have been addressed prior to requesting inspections.
Contact Building Inspection plan review for residential permit requirements at **(916) 875-5296**. Once this has been completed and approvals have been granted, you may request a pre-construction meeting to resolve any questions regarding the sequence of inspections or inspection procedures.

Model inspections require a 24-hour notification in order to insure that a supervisor is available for the following inspections:

- Foundation
- Shear wall or roof
- Frame
- *Final

*Construction Inspection must grant approval prior to opening your sales office to the public or occupancy of production homes.

Building Inspection Field Supervisors:

Sacramento North Area  **John Durborough**  (916) 343-2782  
Sacramento South Area  **Daryl Christian**  (916) 869-2492