



City of Coppel
Building Inspections Dept.
265 Parkway Blvd.
Coppel, TX 75019

Phone: (972) 304-3500
Fax: (972) 462-5318
Email: inspect@coppelltx.gov

COMMERCIAL CONSTRUCTION REQUIREMENTS

A. GENERAL NOTES

1. All inspection requests must be made on-line or called in to the front desk. The number is (972) 304-3500. **Please do not leave messages requesting inspections.** Next day inspections will be performed for all online requests made before midnight and for all inspections phoned in before 5 p.m. each weekday. **Please limit the number of calls made to request inspections. Online request is the preferred method.**
2. Office hours for inspectors will usually be from 8:00 to 9:30 a.m. and from 4:00 to 4:30 p.m. The office telephone number is (972) 304-3500. Extenuating circumstances will vary the hours that the inspectors are in the field.
3. For trash removal, please note that the City of Coppel contracts with Republic Services. For information concerning dumpster regulations, please contact our Environmental Health Department at (972) 462-5100.
4. A re-inspection fee will be assessed when:
 - a. Inspection called for is not ready;
 - b. No building address posted;
 - c. City approved plans are not on the job site;
 - d. Trash bin is not on site;
 - e. Blowing trash;
 - f. Building is locked;
 - g. The same inspections, if turned down twice, for the same item;
 - h. Panel cover is not removed on electrical meter release and
5. Re-inspection fees are \$50.00.
6. No construction, whatsoever, may begin until a building permit has been issued, unless otherwise approved by the Chief Building Official.

7. Building addresses must be posted at all times. Numbers must be a minimum of six inches (6") in height, and able to be seen from the street.
8. Addresses must be posted on all temporary electrical poles.
9. City approved building plans must be available on the job site when all inspections are conducted.
10. Each job trailer must have a separate permit in order to be placed on the site.
11. Construction signs must be permitted before they are erected.
12. Signs, Fences, Racking, Fire Sprinkler, Alarm, and Suppression Systems require separate permits.

B. TYPES OF INSPECTIONS REQUIRED

No concrete inspections will be made unless the temperature is 38 degrees or above and rising. All inspections held back because they do not meet this requirement must be recalled by the contractor.

To expedite the inspection process, please call in as many inspections as possible at any one time. On large jobs, phasing of inspections may be arranged.

Required inspections include, but are not limited to:

1. Plumbing rough
2. Foundation and piers (including any leave outs)
3. Framing & MEP (seconds)
4. Above ceiling rough-ins*
5. Electrical service release
6. Water utility and Waste Water Camera (except lease space finish-out jobs) through Engineering Department
7. Building final (C.O.)
8. Flatwork/building walks (can be done at any time). Paving/city walk is done through Engineering Department

**Ceiling inspection is done by Fire Marshal and Commercial Building Inspector*

C. COMMERCIAL INSPECTION REQUIREMENTS

PLUMBING ROUGH: (Per 2015 International Plumbing Code)

1. Five foot (10') head of water on stack farthest from sewer tap.
2. All fixtures must be stack-vented, including floor drains, unless unable to stack vent because of structural conditions and prior approval is granted by the Building Official.
3. Floor drains must have trap primers or approved trap sealing mechanisms.

FOUNDATION AND PIERS:

Post Tension:

1. Everything must conform to the engineered plans.
2. The post tension drawing must be on the job with the detail sheet and the plot plan.

Rebar:

1. Plan must be approved by a structural engineer and available on job site.
2. All concrete leave-outs must be inspected.

SECONDS:

Plumbing Top-Out: (Per 2015 International Plumbing Code)

Electrical Rough: (Per 2014 National Electrical Code)

1. A ground must be connected to the cold water piping. A supplemental ground must also be supplied.
2. The minimum size service that will be accepted is 100 amps.
3. Where a panel or disconnect device is tapped more than one time, approved lugs shall be provided.
4. Armored cable (bx) shall not be used or installed in the city as a wiring method unless a full-size grounding conductor is used.

Mechanical Rough: (Per 2015 International Mechanical Code)

1. Air conditioning condensate drains must be tied into a wet trap.
2. In attic coils, a secondary drain must be installed with the condensate line discharging at approved location.
3. Condensate drains must be installed with an air break.
4. Horizontal runs on water heater and furnace flue vents must not exceed seventy-five percent (75%) of the height of the vent.
5. Bath exhaust fan ducts must extend to outside air.

Gas Line:

1. A low pressure test must be performed of not less than fifteen (15) psi for 15 minutes.
2. A medium pressure test must be performed of not less than sixty (60) psi for 30 minutes.

Framing: (Per 2015 International Building Code)

1. Metal studs must be screwed on both sides at top and bottom plate.
2. Bottom plate must be securely fastened to floor.

Energy: (Per 2015 International Energy Conservation Code)

Note: Inspection must be performed by a Certified Energy Code inspector (by a City Building Inspector, if job does not require energy compliance).

ELECTRICAL SERVICE RELEASE: (Service release sent with approval)

1. Cover must be off of breaker box.
2. Both grounds installed, cold water and building steel clamps are to be tight.
3. Required receptacles/fixtures installed.

FLATWORK:

Note: Inspection of paving performed by Engineering Department.

WATER & SEWER UTILITY FINAL: (Except lease space finish-out jobs) Note: Inspection performed by Public Works Utilities Department

PREREQUISITE DOCUMENTATION FOR FINAL/CO

1. As Built Drawings in Electronic (PDF) Format and Auto-Cad for Civils
2. Form Board Survey (Surveyor)
3. Pre-pour Inspection Certification (Stamped letter from engineer)
4. Termite Treatment Certification
5. Shear wall/structural Inspection Certification (Stamped letter from engineer)
6. Energy Final Inspection Certification (Third party)
7. TCEQ Customer Service Inspection (Lead / Cross Connection Check Certification) (Plumber) Online
8. Backflow Certification (Plumber)
9. Landscape sprinkler system (Licensed Irrigator or Plumber) Online
10. Final Survey (Drainage)
11. Sign off from Planning, Engineering, Fire, Environmental Health and Parks depending on scope of project.

BUILDING FINAL (C.O.):

1. Approval by the Engineering Department.
2. Approval by the Fire Marshal.
3. Approval by the Planning Department.
4. Approval by the Parks and Recreation Department.
5. Approval by the Building Inspections Department.

SPECIAL INSPECTIONS:

Special inspections as required by chapter 17 of the IBC will require engineer's reports of deficiencies and corrections to be submitted to the Building Inspector and a letter of compliance from the Engineer of Record at the completion of the job.

Applicable codes:

2014 National Electric Code
2015 International Building Code
2015 International Energy Code
2015 International Fire Code

2015 International Mechanical Code
2015 International Plumbing Code
2015 International Property Maintenance Code
2015 International Fuel Gas Code