



## Haywood County Inspections Department

1233 N. Main St. • Waynesville, NC 28786

Phone: 828-452-6638

Fax: 828-452-6791

## INSPECTION POLICY

1. Requests for inspections will be accepted from the responsible party only.
2. All inspections will be performed on the next workday following the request.
3. The inspection card must be on the job site in an accessible location and in a dry condition at the time of inspection.
4. The CEO performing requested inspections will sign the inspection card if the work is satisfactory. If unsatisfactory, a discrepancy list will be provided.
5. A \$50.00 re-inspection fee will be charged for all unnecessary trips, including calling for inspection before completion, locked doors, locked gates, etc.
6. Permanent electrical service will not be provided until the following items are complete:
  - a. All inspections required by the Building Inspections, Environmental Health, and Engineering Departments are approved.
  - b. A permanent address has been established by the Addressing Department and the address is posted on the structure and is visible from the street.
7. It is the responsibility of the owner or contractor to contact the appropriate departments and schedule the required inspections.

### Certificate of Occupancy

A Certificate of Occupancy will be issued to the permit holder when all required inspections are completed satisfactorily. Occupying a building prior to issuance of a Certificate of Occupancy is a violation of North Carolina General Statutes.