



## RESIDENTIAL INSPECTION DESCRIPTIONS

### CITY OF MANHATTAN BEACH COMMUNITY DEVELOPMENT

1400 Highland Avenue, Manhattan Beach, CA 90266

### BUILDING DIVISION

[www.manhattanbeach.gov](http://www.manhattanbeach.gov) • [inspectors@manhattanbeach.gov](mailto:inspectors@manhattanbeach.gov) • (310) 802-5000

### General Project Information

1. Stamped, approved plans with the Manhattan Beach city seal are required to be on site for all inspections.
2. Inspection times can be viewed on the [DAILY INSPECTION SCHEDULE](#) after 5:30pm, on the business day before the scheduled inspection.
3. Inspections can be requested no later than 3:00 PM on the business day before you want the inspection to take place. Any inspection requested after 3:00 PM on a business day, weekend, or holiday will be pushed out to the next business day.
4. Inspection requests are scheduled through the [Citizen Self Service](#) (CSS) Portal. Inspection requests can be made at any time, but will be subject to the cutoff times stated above.
5. You must be an active contact listed on the permit to request inspections.
6. If you are unable to schedule the correct inspection Please leave a voice mail at 310-802-5542, including the permit number, address of the job, and the desired inspection.
7. No work or inspections can take place until the permit has been approved and issued.
8. You may only request a maximum of three (3) inspections per project, per day.

---

**The following inspections and descriptions are associated to a new residential structure from demolition to final construction. Not all inspections may apply to every residential project.**

---

### DEMOLITION PERMIT

#### Pre-Demo Inspections

The following inspections must be completed before any demolition can begin. If a remodel is extensive, a demo permit is not required but many of the following inspection will still need to be completed. See demolition handout for more information: [DEMOLITION PROCEDURES](#)

**Temporary Power Pole** – This requires a separate electrical permit and must be installed and released prior to the start of demolition per MBMC 9.44.020. All electrical equipment must be in good working condition.

**Pre-Construction Office Meeting** – This is a pre-construction meeting with the contractor and the Residential Construction Officer (RCO). The contractor is responsible for scheduling this meeting with the RCO through phone (310) 802-5518 or [email](#), prior to the start of construction activity. An additional on-site meeting may be required.

**Pre-Construction On-Site Meeting** – This is a pre-construction meeting with the Residential Construction Officer prior to the start of demolition. It is the responsibility of the contractor to schedule an on-site meeting prior to demolition or if the scope of work exceeds 50%. No inspections can be scheduled until this meeting has been completed.

**Security/Pedestrian Fence** – Prior to commencing demolition or construction, the contractor shall erect a green mesh construction fence at the perimeter of the construction site. MBMC 9.44.020. This fence must have the Manhattan Beach construction rules sign and address posted at all times.



## RESIDENTIAL INSPECTION DESCRIPTIONS

### CITY OF MANHATTAN BEACH COMMUNITY DEVELOPMENT

1400 Highland Avenue, Manhattan Beach, CA 90266

#### BUILDING DIVISION

[www.manhattanbeach.gov](http://www.manhattanbeach.gov) • [inspectors@manhattanbeach.gov](mailto:inspectors@manhattanbeach.gov) • (310) 802-5000

**Tree Protection** – If tree protection is required for the project, the Planning Division will require a separate Tree Permit. Contact the Planning Division by [email](#) for additional information.

**Utility Disconnection** – All electrical wires, including low voltage, shall be disconnected from the structure. And the main service meter should be removed. Gas is required to be disconnected at the street by SCE.

**Sewer Cap** – The sewer is required to be cut square and capped at p/l to prevent debris from entering the sewer system.

**Cesspool/Septic Location** – The City of Manhattan Beach keeps a file of houses that contain a cesspool/septic tank. Addresses that have a cesspool on file are required to remove it prior to demolition. For additional information, please see the cesspool handout: [Procedure for Abandonment](#)

**OK to Demo** – All prerequisite inspections must be completed before permission to demo can be granted. No demolition may commence until after these inspections have been approved.

#### Final Inspections (Demo)

BMP'S = Best Management Practices. This inspection is to ensure proper mitigation and pollution prevention measures have been taken. Sandbags should be set up around the construction site. See handout for more information: [BMP HANDOUT](#)

**Final Demo** – Trash and debris shall all be removed at the time of this inspection. No shoring or building can commence until this inspection has been approved.

#### SHORING PERMIT

**Pre-Shoring Inspections** – See shoring handout: [SHORING HANDOUT](#)

**Pre-Shore/Steel Inspection** – This inspection is required before any steel is installed into the ground.

- Stamped shoring plans and bill of lading must be on site at the time of inspection
- All steel shall be marked with permanent paint at embedment length and 12" above embedment length. And shall be labeled by pile number.

#### Final Inspections (Shoring)

No building, including site walls, can commence until after these inspections have been approved.

**Shoring Reports** – Daily deputy reports, daily soils report, and final structural observation must be on site at time of inspection.

**Shoring Guardrail** – A guardrail must be done per approved plans.

**Final Shoring** – Final shoring, shoring guardrail and shoring reports are typically done at the same time.



## RESIDENTIAL INSPECTION DESCRIPTIONS

### CITY OF MANHATTAN BEACH COMMUNITY DEVELOPMENT

1400 Highland Avenue, Manhattan Beach, CA 90266

### BUILDING DIVISION

[www.manhattanbeach.gov](http://www.manhattanbeach.gov) • [inspectors@manhattanbeach.gov](mailto:inspectors@manhattanbeach.gov) • (310) 802-5000

## BUILDING PERMIT

### Foundation Inspections

Structural observations are typically required for footings, pads, and grade beams

**Utility Sweep** – This is an electrical conduit sweep and future location of service panel per SCE. Typically inspected at the same time as Ufer. The inspection for the entire underground conduit is labeled “utilities to P/L”.

**Ufer** – Concrete-encased Electrode inspected prior to pouring concrete. Minimum 20ft long bare copper wire or #4 rebar. See CEC 250.53. Copper wire shall be installed at the bottom of the footing (2 in from the dirt) and shall not be in contact with any rebar and shall be not smaller than 4 awg.

**Waterproofing** – Waterproofing on building foundation or retaining walls for subterranean drain

**Subterranean Drain** – Also known as “Pipe and Gravel”, this is underground-perforated pipe for hydrostatic pressure/water, typically inspected at the same time as waterproofing.

**Poured in Place** – Retaining walls that are 6’ or taller require two inspections; One while rebar is exposed and one after it has been double sided and all hardware in in place.

**Form Certification** – A survey of the footings to confirm that the building is being built inside required setbacks and elevations per the approved plans.

**Under Floor/Slab DWV** – Drain/ Waste/ Vent ground plumbing that will be covered by concrete or sheathing. All plumbing must be inspected with a minimum 10 feet of water. All joints and connections must be fully exposed.

**Backwater Valve** – Required on the building sewer if the finished floor of a building is located below the next upstream manhole cover. Inspector will need to verify.

**Under Floor/Slab Water Pipe** – Water pipes within the building that will be covered by a slab. Hot water pipe under concrete must be insulated and protected in a water tight non crushable sleeve.

**Grade Beam** – Structural observation must be on site at time of inspection. All ties and stirrups must be installed per plans. Deputy report and grade beam labs must be collected prior to structural framing inspection.

### Underground Inspections

**Utilities to P/L** – This is an underground electrical conduit Inspection. This inspection is required by both the City and SCE Inspectors. Conduit cannot be backfilled until this is approved. 3in Conduit is required to be a minimum of 36in below grade and must maintain a minimum separation of 12in from any low voltage conduits. Required when work exceeds 50% -please see [MBMC 9.12.040](#) for requirements and exceptions.

**Sewer** – Sewer pipe and trench inspected from the building to P/L. Pipe must be plugged and be filled with water for pressure test. 6in cleanout at lateral required. Contact public works for additional inspection and requirements.



## RESIDENTIAL INSPECTION DESCRIPTIONS

### CITY OF MANHATTAN BEACH COMMUNITY DEVELOPMENT

1400 Highland Avenue, Manhattan Beach, CA 90266

### BUILDING DIVISION

[www.manhattanbeach.gov](http://www.manhattanbeach.gov) • [inspectors@manhattanbeach.gov](mailto:inspectors@manhattanbeach.gov) • (310) 802-5000

**Water Service** – This inspection is for the underground water piping extending from the water meter to the building. Must have water card on site. Plastic piping requires Blue 14g tracer wire. All water piping is required to be a minimum of 18in below grade and have a minimum separation of 12 in from sewer pipes.

### Rough & Pre-Frame Inspections

**Floor Systems** – Floor diaphragm nailing is done per approved plans. All necessary hardware and blocking is installed. Remove all shiners prior to inspection.

**Building Height** – Letter required from an approved Surveyor. Typically done at the same time as Roof systems inspection. All penetrations must be through the roof at time of inspection.

**Roof Systems** – You cannot cover roof until this inspection has been approved. Structural Observation required at time of inspection.

**Rough Mechanical or Rough Duct/FAU/Line Set** – These inspections involve mechanical equipment and line sets installed at proper locations per the approved plans. The mechanical system must match CF1r energy documents. HERS documents required to be completed and on site at time of inspection.

**Water Piping** – Roughed in water piping for the interior of the building. Hot water pipes are required to be insulated.

**Fenestration** – This is a window inspection. All NFRC stickers on windows must remain on until approved by an inspector. Window U-factor must match title 24 on approved plans. Windows in hazardous locations must be safety glazed. Egress window required in each bedroom. See CRC R308, R310 and CEC 110.6 for specifics.

**Rough Exhaust** – All exhaust vents must be installed properly.

- All bathroom fans must be Energy star certified and have a humidistat. 4" Flexible duct can have a maximum developed length of 4 feet.

- Exhaust vents must be a minimum of 3 feet from any opening.

**Rough Electrical** – During the rough electrical inspection all wiring and electrical connections are inspected.

- All metallic exterior conduits must be rigid galvanized. No EMT allowed where it is exposed to sunlight or weather.
- Nail plates required if wires are within 1 ¼ from when penetrating through framing member
- Smoke detectors required inside each bedroom, immediately outside each bedroom and on each floor. Smoke detectors and carbon monoxide detectors must be interconnected.
- Ufer connection inspected and should remain visible with a mud ring.
- Torque test required for panel over 200 AMPs
- All outlets shall be pigtailed and grounded



## RESIDENTIAL INSPECTION DESCRIPTIONS

### CITY OF MANHATTAN BEACH COMMUNITY DEVELOPMENT

1400 Highland Avenue, Manhattan Beach, CA 90266

### BUILDING DIVISION

[www.manhattanbeach.gov](http://www.manhattanbeach.gov) • [inspectors@manhattanbeach.gov](mailto:inspectors@manhattanbeach.gov) • (310) 802-5000

**Sanitary Plumbing** – Rough Sanitary plumbing is all the interior Drain Waste and Vent plumbing. At time of inspection, all plumbing must be pressure tested with a minimum of 10 feet of water. If plumbing is not filled with water, no inspection can take place. There are two sanitary plumbing inspections that can take place; one during foundation for ground plumbing and the other is at rough, which is all interior DWV plumbing.

**Exterior Shear/Pre-Wrap** – Shear panel inspection for exterior walls only. Do not cover or wrap until this inspection is approved. Structural Observation and Deputy Reports must be on site at time of inspection. All doors and windows must be installed.

**Guardrail Base/Attachment** – Guardrail base shoe and anchor bolt inspection required prior to placement glass and cement for glass guardrails. Blocking shall/ mechanical connection inspected for interior guardrails/ handrails.

**Deck Drains/Scuppers** – 3in drains are required for roof and deck drains. Scupper should be 4” vertical by 3” horizontal.

**Gas Piping** – Pipe sizing is based of length of run and size of gas appliances. 1” portion of unthreaded pipe must extend past wall, floor or ceiling.

### Structural Framing Inspections

All Rough Mechanical, Electrical, Plumbing, and Rough Fire Sprinkler inspections must be approved prior to these inspections. No insulation or drywall may be installed until a City Inspector has approved structural framing.

**Shear Walls/Panels** – Shear wall inspection must be approved prior to calling for structural framing. Double Shear Walls shall be scheduled under this inspection and need to be approved prior to double siding and before structural framing can be scheduled.

**Structural Framing** – The following documents are required at time of inspection: Final Structural Observation, Deputy Reports for Shear Walls, Deputy Reports for grade beams/epoxy/hardware, grade beam labs, steel certificate and UT (Ultra Sonic testing) deputy reports.

### Insulation Inspections

No insulation or drywall may be installed until structural framing has been approved or if a City Inspector has given written permission.

**Insulation** – Insulate the entire building envelope per Title-24 documents. If plans require QII, a HERS report is required prior to inspection. Gaps and openings between framing members should be sealed.

- Insulation shall be installed on each side of electrical wiring and plumbing.



## RESIDENTIAL INSPECTION DESCRIPTIONS

CITY OF MANHATTAN BEACH COMMUNITY DEVELOPMENT

1400 Highland Avenue, Manhattan Beach, CA 90266

BUILDING DIVISION

[www.manhattanbeach.gov](http://www.manhattanbeach.gov) • [inspectors@manhattanbeach.gov](mailto:inspectors@manhattanbeach.gov) • (310) 802-5000

### Covering Inspections

**Drywall** – No drywall shall be installed until structural framing and insulation inspections have been approved. Dry wall fasteners must be inspected prior to mudding.

**Shower Pan** – Shower pan must be filled to the top of the dam with water for a minimum of 24 hours prior to inspection. This inspection is done prior to the installation of lath, hardiebacker, or insulation.

**Shower/Tub Lath** – Inspection is done prior to scratch coating. Fasteners should be installed a maximum of 6in OC.

**Interior Lath** – Only required if lath is being installed outside of the shower.

**Exterior Lath** – waterproofing and exterior lath cannot be installed until exterior shear is approved. Weep screeds shall be installed a minimum of 2" from finished concrete and 4" from earth.

### Inspection Document Archive

**Inspection Document Submittal** – Used by Inspectors to manage all required documents and special inspections. This is not a physical inspection that needs to be scheduled. Building Inspectors will reach out to the Contractor if additional documents are needed.

### Pre-Final Inspections

**Waste Management Ticket Review (WMP)** – Recycle receipts must be emailed to [wmp@manhattanbeach.gov](mailto:wmp@manhattanbeach.gov). Please include the project address, the permit number, and specify if it is a building permit or a demolition permit. Submit tickets as early as possible to allow time for them to be processed.

Sub-contractors list (final business license review) – Please email a list of all sub-contractors associated to the project to [revenue@manhattanbeach.gov](mailto:revenue@manhattanbeach.gov). The editable format for the list can be found on the Manhattan Beach website, along with the sub-contractor book that contains the business licenses of all sub-contractors that have a Manhattan Beach business license. Submit as early as possible to allow time for them to be processed. [SUB-CONTRACTORS LIST FORMAT / ACTIVE CITY LICENSES](#)

**Gas Test** – This inspection is done after all drywall and cabinets have been installed, no exceptions. There is no rough gas test, there is only a final gas test. Do not install any appliances until this inspection has taken place.

**Inspection Document Verification** – This is an internal inspection used by Inspectors when all required documents have been collected. This inspection does not need to be scheduled and will remain until the final stages of the building process.

**Electrical Release** – Outlets and switches should all be installed or blanked. All electrical panels should be made up with all breakers installed. No loose wires permitted.



## RESIDENTIAL INSPECTION DESCRIPTIONS

### CITY OF MANHATTAN BEACH COMMUNITY DEVELOPMENT

1400 Highland Avenue, Manhattan Beach, CA 90266

### BUILDING DIVISION

[www.manhattanbeach.gov](http://www.manhattanbeach.gov) • [inspectors@manhattanbeach.gov](mailto:inspectors@manhattanbeach.gov) • (310) 802-5000

### Final Inspections

**Maintenance & Operation Manual** – A binder or flash drive that contains all pertinent information about the new building. It must include the follow:

- Site plan that includes utility locations, shut offs, and cleanouts
- Appliance Manuals
- Sub-contractor list
- Special inspections (eg. Structural observations)

**Backwater Valve Access** – Backwater valve must be protected and remain accessible. If located on a driveway, It must be enclosed in a concrete case. Other locations can be plastic.

**Cleanout to Grade** – 6” sewer and 4” building cleanout must be protected and remain accessible. The same rules apply as backwater valve access.

**Final Fire Sprinkler** – Final sprinkler inspection is done by the Fire Department. The building must be on permanent power for this inspection to take place

**Final Exhaust** – Bathroom and kitchen hood have been installed. IAQ (Indoor Air Quality) requires special testing if required.

- Gas burning appliances need combustion air/ make up air.
- Exhaust vents must be a minimum of 3’ from any opening.
- Kitchen hood may require special inspection.
- Bathroom exhaust fans are required to be energy star rated and have a humidistat.

**Final Heat/AC** – This the same as the Final Mechanical inspection.

- All required HERS tests have been completed. Please have the HERS Project Status Report on site. See link for how to find project status report [PROJECT STATUS REPORT](#). This report is available for both Calcerts and Cheers.
- Mechanical equipment must be screened per MBMC 10.60.060
- Refrigerant line must be insulated and have UV boot.

**Final Plumbing** – All fixtures shall be installed. Sewer and water service must be approved prior to this inspection.

- All Hose bibs must have anti-siphon devices
- Toilet clearance 15in on each side measured from the center of the toilet and 24in measured from the front.
- Trap arms must maintain a downward slope of 1/4in per foot. See CPC 1002.2 for length requirements.
- Water Heaters shall be installed per manufacturer specifications.

**Final Electrical** – This inspection takes place after electrical release (must be on permanent power)

- Main service panel must have non-removable seal from SCE.
- GFI outlets installed in correct locations
- Vacancy sensors are required in bathrooms, laundry rooms, walk-in closets and garages.



## RESIDENTIAL INSPECTION DESCRIPTIONS

### CITY OF MANHATTAN BEACH COMMUNITY DEVELOPMENT

1400 Highland Avenue, Manhattan Beach, CA 90266

### BUILDING DIVISION

[www.manhattanbeach.gov](http://www.manhattanbeach.gov) • [inspectors@manhattanbeach.gov](mailto:inspectors@manhattanbeach.gov) • (310) 802-5000

- Smoke detectors interconnected and installed in correct locations
- Outdoor lights must comply with title 24 regulations
- No subpanels allowed in closets or bathrooms
- Kitchen counter outlets must be spaced every 4 feet and within 2 feet of each side of the sink

**Final Building** – All inspections must be approved, including Business License Review (sub list) and Waste Management Ticket Review. At the time of this inspection, all work should be completed. Inspectors will verify:

- Stairway requirements (treads, risers, and landings)
- Hand rails and guard rails
- Permanent Street address
- Doors and thresholds
- Any other violations that may have been missed in previous inspections.
- Remove job toilet and all debris

**Gas Meter Release** – Gas meter release is the very last inspection completed. This inspection is done after final building has been approved.

**Gas Co Notified** – This Inspection will automatically turn green after an inspector has released the gas meter. This is not an inspection that needs to be scheduled, it is done internally.