



## Town of Fort Mill One- & Two- Family Dwelling Inspection Procedure

This is a general list of inspections required for One- & Two-Family Dwellings in the Town of Fort Mill. This is not an all-inclusive list. Every item may not apply to your project. Use as needed to help with the inspection process.

Please E-mail ALL inspection requests to: [inspections@fortmillsc.gov](mailto:inspections@fortmillsc.gov) (TOFM *does not* provide inspection conformation or inspection results via e-mail or over the phone at this time.) ALL inspection results will be provided via an on-site inspection card.

All Inspection request must be in E-Mail form to the address above with all the necessary information to schedule the required inspection. Here is a list of Permit information needed to schedule your inspection is as follows:

**Lot #: Address: Permit #: Type of Inspection: Company Name: Contact Person: Contact #**

The cut off time to get the inspection scheduled for the next Business day is Monday- Friday at 4:00 PM. Any request made after 4:00 PM will be scheduled for the second Business day.

A list of 5 things that must be present at the time we perform the requested inspection:

1. **Address:** the address must be posted visible from the street in at least 3" characters.
2. **Permit:** The all required Permits must be on-site, accessible and protected from the weather at all time during construction.
3. **Construction Drive:** The Construction Drive must be in place to protect our storm water inlets and streets from unwanted mud and debris.
4. **Silt Fence:** All Silt Fencing must be in place to protect against storm water run-off.
5. **Porta-Pottie:** Code requires the restroom facilities be provided during construction

**An approved copy of the TOFM stamped plans shall be on site for ALL TOFM inspections.**

The requested Inspections **WILL NOT** be performed if the building permit and the approved TOFM stamped plans are not on site at the time of the inspection visit. If these items are **NOT** on-site at the time of our inspection visit, the inspection will be **DISAPPROVED**, and you will be assessed a re-inspection accordingly

### Typical Required Residential Inspections (w/ Abbreviations)

Temp Power Inspection (Saw Pole)(TPI)	Foundation Wall Inspection (Masonry/Concrete) (FWI)
Footing Inspection (FTG)	Waterproofing (Basement Only) (WI)
Plumbing Under Slab Inspection (PUS)	Exterior Sheathing Inspection (ESI)
Water/Sewer Inspection (WSI)	House Wrap Inspection (Water Barrier) (HWI)
Slab/Mono Slab Inspection (SL/MO)	Framing All Roughs Inspection (FARI)
Open Floor Inspection (Foundation)(OFI)	Gas Piping Inspection (GPI)

**P.O. BOX 159 • 200 TOM HALL STREET • FORT MILL, SC 29715**

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Show Pan Inspection (SPI)  
Insulation Inspection (II)  
Duct Leakage Test Inspection (DLT)  
Perm Power Inspection (PPI)  
Building Thermal Envelope Leakage  
Inspection (BTLT)  
Res. Final Inspection (RFI)

Backflow Preventer Inspection (BPI)  
Deck Rough Inspection (DRI)  
Deck Final Inspection (DFI)  
Pool Bonding Inspection(PBI)  
Pool Final Inspection (PFI)

**Only after ALL Final Inspections have been completed,  
approved, and ALL re-inspection fees paid, can the  
Certificate of Occupancy can be issued.**

*Submittal Requirements: One & Two Family Dwelling Inspection Procedure (Formatted July 1,2020)*

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