



Building & Safety Division

Community Development Department
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INSPECTION FREQUENTLY ASKED QUESTIONS

INSPECTION:

C1. Can I do the work myself or do I have to hire a contractor?

Property owners may do work on their own property, but certain regulations must be followed. Among them: Workers' Compensation: If the property owner hires anyone other than a State Licensed contractor they need to purchase Workers' Compensation Insurance. Proof of this insurance will need to be provided to the Building Division. The property owner will also need to fill out an "Owner-Builder" statement prior to the issuance of a permit.

C2. How do I verify if a contractor is licensed?

Contractors are required by the State of California to be licensed by the California State Contractors' License Board (CSLB). You can verify a contractors' license information by telephoning the CSLB at 1-800-321-CSLB (2752).

C3. What if I have a permit but never called for inspections?

Generally, permits expire after 180 days if no inspections have been made. In order for the project to be complete, it must pass final inspection. If a permit expires before final inspection, the project is in violation of City codes. If this is the case, telephone (408) 846-0451. We'll help you to reactivate the permit or apply for a new permit with as little inconvenience as possible.

C4. What about inspections?

It is property owner's responsibility to call us for inspections at specific times during construction. The property owner may have the contractor make the call, but it is still the property owner's responsibility, as the property owner, to make sure the inspections are made. During the construction phase, inspections by City Staff are required prior to covering any concealed areas. Inspections also are required prior to:

- Placing concrete or grout;
- Covering electrical, plumbing, or mechanical work;
- Covering floor framing;
- Covering interior sides of wall framing;
- Taping gypsum wallboard;
- Applying stucco;
- Covering fire sprinkler systems;
- Covering penetrations of fire-rated portions or floors.

Inspections are also required prior to connecting to, or the hook-up of:

- Gas lines;
- Electrical service; and/or
- Water and sewer services.

These inspections are required to insure that the construction is proceeding according to the approved plans and project conditions-of-approval, and/or that all current code standards are being met. In turn, this will help to insure your personal safety and to secure the value of the improvement. It is your responsibility to schedule all inspections. An appointment must be made at least one working day in advance. During busy construction months, you may have to schedule several days in advance. Periodic inspections must be scheduled until the project is completed and final approval is given by the City. After the job has received a final inspection, the building permit will be kept on file with the City of Gilroy as proof of the work which was completed.