

Appointment Scheduling

- All inspections shall be requested by calling 715-716-5722.
- Inspection requests received between the hours of 8:00 a.m. to 2:00 p.m. may be scheduled for the next business day.
- Inspection requests received after 2:00 p.m. will not be guaranteed to be scheduled during the next business day.
- No weekend appointments
- Minimum inspection appointment length is 30 minutes, but may vary - see below
- Multiple inspection types can occur in one visit (additional time may be needed - 30 minutes okay for small projects and 60 minutes for large)
- When possible, grouping inspection appointments at nearby neighboring addresses reduces driving time (flexibility of requester is greatly appreciated)
- Provide correct address and contact information

Contact Information

Inspection Scheduling: (715)716-5722

8:00 a.m. – 2:00 p.m.

Commercial Projects: David Gray
Building Inspector/Assistant Zoning Inspector
dgray@hudsonwi.gov
(715)716-5755

Residential Projects: Rhett Borner
Assistant Building Inspector/Assistant Zoning Inspector
rborner@hudsonwi.gov
(715)716-5733

Typical Inspection Types & Appointment Lengths

Water and Sewer - 30 minutes (reference code chapter SPS 325 and 382)

This inspection takes place before the work is covered. This is an inspection for the private connection of the water service and building sewer between the building and the city's main utility lines. We are verifying the materials and sizes being installed while ensuring proper protection from freezing.

Footings (Deck, Garage, House, etc) - 30 minutes (reference code chapter SPS 321)

This inspection takes place prior to concrete being poured. We are verifying the width, thickness and frost depth of footings along with any additional reinforcement that may be required. We also use this time to verify that the structure is placed as needed to meet setbacks on the property.

Foundation (Concrete Wall Forms, Masonry Block) - 30 minutes

(reference code chapter SPS 321)

An inspection for a poured concrete wall form takes place prior to concrete being poured. We are verifying that the specified rebar reinforcement has been installed within the wall form and that the wall forms are placed well on top of the footing widths. An inspection for a masonry block wall will take place after the block and vertical rebar reinforcement has been installed, but before any core-filling has taken place.

Foundation Dampproofing (waterproofing, insulation) - 30 minutes

(reference code chapter SPS 321 and 322)

This inspection takes place before the building foundation is backfilled. We are verifying any dampproofing and insulation that are being applied to the exterior face of the foundation walls. This inspection may also include drain tile around the footings.

Underground Plumbing - 30 minutes (reference code chapter SPS 325 and 382)

This inspection takes place with the piping exposed from dirt, before a concrete floor is poured. The purpose of this inspection is to verify the material, size and configuration of all plumbing piping (waste, vent and water supply) beneath a building. An air test is required to verify there are no leaks.

Concrete Slab Pre-pour (poly, vapor retarder) - 30 minutes

(reference code chapter SPS 321 and 322)

This inspection occurs just prior to a concrete floor being poured. The purpose of this inspection is to view the vapor retarder (typically polyethylene sheeting) which is laid beneath a concrete floor as a barrier against water and radon gas. The vapor retarder is required to be minimum 6 mils thick. All seams and penetrations must be overlapped and taped.

Electrical Service - 30 minutes (reference 2017 National Electrical Code and SPS 316 and 324)

This is an inspection of the equipment installed to connect the main electrical service of a building to the utility. We are verifying service equipment placement, service rating size, sizes of conductors and the grounding electrode system. This inspection typically occurs before the utility will energize.

Aboveground Plumbing - 30 minutes (reference code chapter SPS 325 and 382)

This rough inspection takes place after the frame of a building is constructed, before the work is covered. The purpose of this inspection is to verify the material, size and configuration of all plumbing piping (waste, vent and water supply) within a building, above the lowest floor level. We also verify the proper support and protection of all piping. An air test is required to verify there are no leaks.

HVAC (heating/cooling, mechanical) - 30 minutes (reference code chapter SPS 323)

This rough inspection takes place after the frame of a building is constructed, before the work is covered. The purpose of this inspection is to verify the installation of all equipment associated with a forced-air system used to heat and cool a building, such as ductwork and air handling equipment. We are also verifying the installation of exhausts (bath, kitchen, dryer) and associated makeup air along with combustion air that may be required for furnaces, water heaters, boilers, etc.

Electrical - 30 minutes (reference 2017 National Electrical Code and SPS 316 and 324)

This rough inspection takes place after the frame of a building is constructed, before the work is covered. The purpose of this inspection is to verify the installation of all electrical wiring and outlets throughout the building. We are looking for proper placement of all required switch, lighting and receptacle outlets along with the proper conductor size for all circuits being installed in addition to their support and protection from damage.

Framing - 30 minutes for decks, garages, additions and remodeling; 60 minutes for new homes (reference code chapter SPS 321)

This rough inspection takes place after the frame of a building is constructed, before insulation or interior finishing. The purpose of this inspection is to verify the structural frame of a building from the roof down to the foundation. This includes the roof system, all walls, floor systems and all headers, beams and bearing posts. The goal is to verify that all systems are sized, fastened and installed as required to ensure that the building and all pertinent loads are secured in place and transferred to the building foundation as needed.

Fireplace - 30 minutes (reference code chapter SPS 321, 323 and manufacturer instructions)

This rough inspection takes place after unit is installed, before any finishing. The purpose of this inspection is to verify that a fireplace has been installed per manufacturer installation instructions. We are verifying the minimum clearances as needed to combustible framing along with any further requirements regarding finished facing material, mantels and hearths. We will also verify the location of the fireplace vent termination.

Gas Line - 30 minutes (reference 2015 NFPA 54 and SPS 323)

The purpose of this rough inspection is to verify the proper installation of all gas piping and tubing, whether within a home or buried outside underground. All new gas lines require an air test to identify any potential leaks before the line is used. Once the line is connected and ready for use, further action is required to identify any leaks at all fittings and joints. We also verify the adequate support all gas lines and protection from physical damage.

Insulation - 30 minutes (reference code chapter SPS 322)

This inspection typically occurs after the frame of a building is complete and all trade elements have been installed, and just before the interior wall and ceiling finishes are installed. The purpose of this inspection is to verify the installation of all insulation elements of a building to ensure proper energy conservation. The required insulation R values are determined by the prescriptive code or with the use of an energy calculation such as REScheck. Blown insulation, batting, spray foam, extruded polystyrene and vapor retarders such as poly-plastic sheeting are common items used to achieve insulation requirements.

Final Inspection - 30 minutes for decks, additions and remodeling; 60 minutes for new homes

This inspection occurs after the completion of a project, prior to any use or occupation. We are verifying elements of safety while confirming all aspects of any building codes applicable to the project.

Pools - 30 minutes per inspection (reference Hudson 106-17 and 2017 NEC)

- A. Pool Forms - This inspection takes place before the outside of the pool is backfilled. This purpose of this inspection is to verify the proper construction and placement of the pool shell.
- B. Pool Electrical & Bonding - This inspection typically takes place after the pool electrical equipment, underground conduit, pool shell and pool deck bonding has been installed, and before the concrete pool deck is to be poured.
- C. Gas Line (if needed) - This is an inspection of the trench and air test for any gas line to the pool heater.
- D. Pool Mechanical & Fence/Cover - This inspection occurs when the pool project is complete. We are verifying that all electrical equipment is functioning accordingly and that the necessary safety barrier such as a fence or pool cover is installed.

Hudson Ordinance 106-6 D.

Exceptions. Work that may be done without a permit (assuming no structural alterations):

- (1) Replacement or repair of roofing, siding, gutters, and windows.
- (2) Landscaping, not including decks.
- (3) Minor repairs as defined in § 106-4.

Minor Repair: Repair performed for maintenance or replacement purposes of any existing one- or two-family dwelling which does not affect room arrangement, light and ventilation, access to or efficiency of any exit stairways or exits, fire protection or exterior aesthetic appearance and which does not increase a given occupancy and use. No building permit is required for work to be performed, which is deemed a minor repair.