

City of Piney Point Village

Project Address: _____

Builder Company Name: _____

Date Issued: _____

Permit Number #P _____	New Construction- Builder Project- Job Card for 2025/2026			
Temporary Tree Protection Fencing Inspection for New Construction	Pass/Fail	Pass/Fail	Pass/Fail	Pass/Fail
Pre- Construction Site Inspection	Pass/Fail	Pass/Fail	Pass/Fail	Pass/Fail
Piers (Original Engineer Letter Required)	Pass/Fail	Pass/Fail	Pass/Fail	Pass/Fail
Form Survey (Required –In Office Approval) Must be an original form survey, faxed copies is not accepted	Pass/Fail	Pass/Fail	Pass/Fail	Pass/Fail
Foundation Steel (Original Engineer Letter Required)*All steel must be completed at the time of inspection	Pass/Fail	Pass/Fail	Pass/Fail	Pass/Fail
Finished Floor Form Survey (Original Stamped Survey) Required Before You Pour Must Be Verified	Pass/Fail	Pass/Fail	Pass/Fail	Pass/Fail
Hurricane Strapping (Exterior Wall)	Pass/Fail	Pass/Fail	Pass/Fail	Pass/Fail
Wall Board Exterior	Pass/Fail	Pass/Fail	Pass/Fail	Pass/Fail
Ridge Height (Must Complete Height Certificate)	Pass/Fail	Pass/Fail	Pass/Fail	Pass/Fail
Engineer Letters Required All Original Engineer Letters & Height Certificate Must Be Submitted to the City Before Scheduling the Frame Cover	Pass/Fail	Pass/Fail	Pass/Fail	Pass/Fail
Stair Compliance (Certification Letter Required)	Pass/Fail	Pass/Fail	Pass/Fail	Pass/Fail
Framing/Frame Cover (Original Engineer Letter Required)	Pass/Fail	Pass/Fail	Pass/Fail	Pass/Fail
Poly Seal	Pass/Fail	Pass/Fail	Pass/Fail	Pass/Fail
Insulation	Pass/Fail	Pass/Fail	Pass/Fail	Pass/Fail
Wall Board Interior	Pass/Fail	Pass/Fail	Pass/Fail	Pass/Fail

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Brick Tie	Pass/Fail	Pass/Fail	Pass/Fail	Pass/Fail
Stucco Lathe	Pass/Fail	Pass/Fail	Pass/Fail	Pass/Fail
Partial Pre-Walk Building Final (can only be scheduled when house has passed all interior inspections)	Pass/Fail	Pass/Fail	Pass/Fail	Pass/Fail
Building Final (Required for Certificate of Occupancy)	Pass/Fail	Pass/Fail	Pass/Fail	Pass/Fail
Tree Final (Tree Survey Required and Trees Must be Planted)	Pass/Fail	Pass/Fail	Pass/Fail	Pass/Fail
Driveway/Steel	Pass/Fail	Pass/Fail	Pass/Fail	Pass/Fail
Driveway Final	Pass/Fail	Pass/Fail	Pass/Fail	Pass/Fail
Sidewalk/Flatwork/Pavers Steel	Pass/Fail	Pass/Fail	Pass/Fail	Pass/Fail
Sidewalk/Flatwork/Paver Final	Pass/Fail	Pass/Fail	Pass/Fail	Pass/Fail
Generator Concrete Steel Pad	Pass/Fail	Pass/Fail	Pass/Fail	Pass/Fail
Generator Final	Pass/Fail	Pass/Fail	Pass/Fail	Pass/Fail
Partial Trench Inspection	Pass/Fail	Pass/Fail	Pass/Fail	Pass/Fail
Trench Inspection	Pass/Fail	Pass/Fail	Pass/Fail	Pass/Fail
Irrigation Final (PVB Certification Report Required) Must be used on City of Piney Point Form	Pass/Fail	Pass/Fail	Pass/Fail	Pass/Fail
Fence Post Hole (string line required)	Pass/Fail	Pass/Fail	Pass/Fail	Pass/Fail
Fence Final	Pass/Fail	Pass/Fail	Pass/Fail	Pass/Fail
Temporary Drainage	Pass/Fail	Pass/Fail	Pass/Fail	Pass/Fail

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Drainage Cover	Pass/Fail	Pass/Fail	Pass/Fail	Pass/Fail
Drainage Culvert	Pass/Fail	Pass/Fail	Pass/Fail	Pass/Fail
Drainage Final (Final As Built-Topo Required)	Pass/Fail	Pass/Fail	Pass/Fail	Pass/Fail
Plumbing Water Line	Pass/Fail	Pass/Fail	Pass/Fail	Pass/Fail
Plumbing Sewer Line	Pass/Fail	Pass/Fail	Pass/Fail	Pass/Fail
Plumbing Ground	Pass/Fail	Pass/Fail	Pass/Fail	Pass/Fail
Plumbing Shower Pan/Wall Board	Pass/Fail	Pass/Fail	Pass/Fail	Pass/Fail
Plumbing Gas (GT0) (Gas Deposit Required \$2K-City Ordinance required prior to releasing the gas)	Pass/Fail	Pass/Fail	Pass/Fail	Pass/Fail
Plumbing Cover	Pass/Fail	Pass/Fail	Pass/Fail	Pass/Fail
Plumbing Final (All fixtures must be installed)	Pass/Fail	Pass/Fail	Pass/Fail	Pass/Fail
Memorial Village Water Authority Approval Clean Out (Call the MVWA for Inspection)	Pass/Fail	Pass/Fail	Pass/Fail	Pass/Fail
Electrical T-Pole (Separate Permit Required)	Pass/Fail	Pass/Fail	Pass/Fail	Pass/Fail
Electrical Ditch Cover	Pass/Fail	Pass/Fail	Pass/Fail	Pass/Fail

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Electrical TCI	Pass/Fail	Pass/Fail	Pass/Fail	Pass/Fail
Electrical Final	Pass/Fail	Pass/Fail	Pass/Fail	Pass/Fail
Mechanical Vent Hood	Pass/Fail	Pass/Fail	Pass/Fail	Pass/Fail
Mechanical Grill Seal	Pass/Fail	Pass/Fail	Pass/Fail	Pass/Fail
Mechanical Box Seal	Pass/Fail	Pass/Fail	Pass/Fail	Pass/Fail
Mechanical Air make Up	Pass/Fail	Pass/Fail	Pass/Fail	Pass/Fail
Mechanical Final (AC Units Must Be Screened from Street Side View)	Pass/Fail	Pass/Fail	Pass/Fail	Pass/Fail
Mechanical Cover (WINE ROOM) Separate Permit Required	Pass/Fail	Pass/Fail	Pass/Fail	Pass/Fail
Mechanical Final (WINE ROOM) Separate Permit Required	Pass/Fail	Pass/Fail	Pass/Fail	Pass/Fail
Fire Sprinkler Cover (MVFD must pass the cover before scheduling w/ the City)	Pass/Fail	Pass/Fail	Pass/Fail	Pass/Fail
Fire Sprinkler Final (MVFD must pass the final before scheduling w/ the City) Back Flow Certification Required. Must Use City of Piney Point Village Form.	Pass/Fail	Pass/Fail	Pass/Fail	Pass/Fail
Pool Stake Out & Pool Doc Box Set Up If pool permits are pulled, while the house is under construction, then the pool will need to be completed in its entirety. Pool drainage, may be required and may need to be inspected to ensure that temporary drainage is still being maintained. Pool Doc Box inspection is required to be installed at the time of the pool stake out inspection.	Pass/Fail	Pass/Fail	Pass/Fail	Pass/Fail

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Deck Steel	Pass/Fail	Pass/Fail	Pass/Fail	Pass/Fail
Deck Final	Pass/Fail	Pass/Fail	Pass/Fail	Pass/Fail
Pool Barrier Final	Pass/Fail	Pass/Fail	Pass/Fail	Pass/Fail
Pool Final	Pass/Fail	Pass/Fail	Pass/Fail	Pass/Fail
Pool Electrical Underground	Pass/Fail	Pass/Fail	Pass/Fail	Pass/Fail
Pool Electrical Cover (Covers not typically required, but may be depending on the project type)	Pass/Fail	Pass/Fail	Pass/Fail	Pass/Fail
Pool Electrical Final	Pass/Fail	Pass/Fail	Pass/Fail	Pass/Fail
Pool Plumbing Cover (Covers not typically required, but may be depending on the project type)	Pass/Fail	Pass/Fail	Pass/Fail	Pass/Fail
Pool Plumbing Vacuum Breaker, P-Trap, Gas Final (Certification Required)	Pass/Fail	Pass/Fail	Pass/ Fail	Pass/Fail
Plumbing Pool Final	Pass/Fail	Pass/Fail	Pass/Fail	Pass/Fail

City Inspector Bob Baldwin 713 480-6734

City Inspector Jason Bienek 713 898-6502

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City of Piney Point Inspectors are the only ones authorized to fill in the project job cards. The job cards are to remain on site at all times until the completion of the project.

This is to help assist you in your new construction process as it pertains to new construction inspections.

You have up until midnight the night before to schedule your inspection.

All inspections are done online and scheduled a day in advance for the next day inspection. Inspections are scheduled online only and inspection results are posted live and emailed directly to you.

All re-inspections are \$50.00 and must be paid in advance of rescheduling the inspection online.

Please visit our city website for more information.

Thanks

www.cityofpineypoint.com

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01/02/2020 ara/updated