



## ABOUT US



The City of Montgomery Inspections Department is committed to providing its citizens with quality services in a timely manner through a team of experienced individuals that are well trained in their disciplines.

Our function is to inspect residential and commercial construction to verify that it provides a reasonable level of safety as applicable through the minimum standards of the Building Code. Our greatest concerns are your life and property. You help us with those concerns through the Permitting and Inspection process.

When you or your contractor provide us with your application for permit and construction documents, we begin our services for you through verification of proper zoning compliance which include your intended activities at the site, setbacks and any historic regulations that may be applicable.

Our services continue with the plans review process for which we check for structural strength, means of egress, sanitation, adequate light and ventilation, energy compliance, and fire protection safeguards.

Permits are issued, inspections are performed and the approval to occupy is granted through the issuance of a Certificate of Occupancy.



## BUILDING CONSTRUCTION INFORMATION



A building permit can be obtained by a building owner, home owner or licensed contractor. Before choosing a contractor, check with Greater Montgomery Home Builders Association, State of Alabama Home Builders Licensure Board, Alabama Licensing Board for General Contractors and the City of Montgomery Inspections Department to verify that they are properly licensed.

There are onsite inspections that will be performed by the Inspections Department that include (but are not limited to):

- Foundation - is to be approved before concrete is poured
- Framing - is to be approved before insulation and drywall are installed
- Final - is to be approved when the work of all trades is completed, inspected and approved. (This is also necessary for a Certificate of Occupancy)

## ELECTRICAL INFORMATION



According to a National Fire Protection Association study, an estimated 47,700 home fires were contributed to electrical malfunction. Electrical inspections should be obtained to protect life and property from electrical shock and fire hazards.

Electrical permits are obtained by licensed companies. The Alabama Electrical Contractors Board is the recognized authority for issuing licenses to electrical contractors in the State of Alabama to include the City of Montgomery. The electrical permit application can be obtained from the Inspections Department or the web site at [montgomeryal.gov](http://montgomeryal.gov).

Electrical work that requires a permit:

- All circuit wiring to include (but not limited to) outlets, receptacles, switches, lights, motors, generators, hard wired appliances, etc.
- Panels, meter bases, service masts/cables, air conditioning/heating equipment, swimming pools, spas, hot tubs, etc.
- Outbuildings, additions, renovations, repairs and alterations of existing structures



## PLUMBING, GAS, & MECHANICAL INFORMATION



Indoor air pollutants have been ranked among the top 5 environmental risk to public health by the Environmental Protection Agency (EPA). Studies have found that air pollutant levels inside a building can be as much as 2-5 times higher than the air outdoors. Inadequate ventilation, leaks and improper plumbing and mechanical system installations can put you and your property in danger.

Plumbing permits are required when (but not limited to):

- Water heaters are installed/replaced
- Plumbing fixtures are added/relocated
- Sanitary sewer pipe (underground) is repaired/replaced
- Backflow preventers are installed/replaced
- Sanitary pipe is repaired/replaced

Gas permits are required when (but not limited to):

- Alterations/repairs are made to a gas pipe system
- Gas appliances are replaced

Mechanical permits are required when (but not limited to):

- HVAC equipment is installed/replaced
- Duct systems are installed/alterd or replaced

Plumbing, Gas & Mechanical Permit applications can be found online at [www.montgomeryal.gov](http://www.montgomeryal.gov)



## ALL THE BASICS



### What is a building permit?

A permit is a document that gives someone the legal right to begin a construction project. A permit is required even if you own the property.

### When is a building permit required?

A permit is required for most building, electrical, plumbing, gas and mechanical projects. If you are not sure if a permit is required for a project, contact the City of Montgomery Inspections Department.

### Why is a building permit required?

A permit is required because it is the law; see the City of Montgomery Code of Ordinances Chapter 5. Obtaining permits, inspections and approvals helps to ensure that licensed contractors are performing the work and the work is being completed in accordance with minimum standards.

A building permit is required for (but not limited to):

New construction • Additions • Alterations  
Pools (24" or more in depth)  
Fences (36" or more in height)  
Window replacement • Storage buildings

### Where can a building permit be obtained?

A construction permit may be obtained from the City of Montgomery Inspections Department at 25 Washington Avenue, 1st Floor, Montgomery, Alabama. Monday – Friday, 7:30 a.m. – 4:00 p.m.

A Permit application may be obtained at [www.montgomeryal.gov/citygovernment/departments/inspections](http://www.montgomeryal.gov/citygovernment/departments/inspections)

### What is a certificate of occupancy?

A certificate of occupancy (C.O.) is a document which allows for the lawful use of a building or tenant space. The C.O. must be obtained from the inspections department prior to occupying a building or residence or receiving a business license.

A certificate of occupancy is required for all buildings.

## GETTING HELP AND ANSWERS TO YOUR QUESTIONS



City of Montgomery  
Inspections Department  
334.625.2073  
[www.montgomeryal.gov](http://www.montgomeryal.gov)

Greater Montgomery  
Home Builders Association  
334.277.7766  
[www.gmhba.org](http://www.gmhba.org)

State of Alabama  
Home Builders Licensure Board  
800.304.0853  
[www.hblb.alabama.gov](http://www.hblb.alabama.gov)

Alabama Licensing Board  
for General Contractors  
334.272.5030  
[www.genconbd.alabama.gov](http://www.genconbd.alabama.gov)

State of Alabama  
Plumbers & Gas Fitters Examining Board  
205.945.4857  
[www.pgfb.alabama.gov](http://www.pgfb.alabama.gov)

State of Alabama Board of Heating,  
Air Conditioning & Refrigeration Contractors  
334.242.5550  
[www.hacr.alabama.gov](http://www.hacr.alabama.gov)

State of Alabama  
Electrical Contractors Board  
334.420.7232  
[www.aecb.alabama.gov](http://www.aecb.alabama.gov)



**Know what's below.  
Call before you dig.**



*City of* **Montgomery**  
CAPITAL OF DREAMS.



**BUILDING INSPECTIONS  
DEPARTMENT**

**25**

WASHINGTON AVE.

