

City of Little Rock

Planning and Development
723 West Markham
Little Rock, Arkansas 72201-1334

Building Codes

Final Inspection Checklist

- Must have Civil Engineering approval on all routed projects. Contact Mell Hall at 918-5217.
- Must have Zoning and Landscaping approval on all routed projects. Contact Christy Marvel at 371-4864. Note that a bond may have to be posted on the owner's share of the landscaping that is not complete.
- Fire Department approval (should contact the Fire Department on all larger projects, daycares, schools, nightclubs etc.). Contact Dennis Free at 918-3757.
- Contact Daniel Tull for approval from Central Arkansas Water Works (377-1245).
- Final Electrical inspection.
- Final Plumbing inspection.
- Final Mechanical inspection.
- Final Building inspection.
- Sprinkler certification.
- Fire Alarm certification.
- Testing tamper switch.
- Testing flow switch.
- Testing pull stations.
- Testing duct detectors.
- Testing smoke detectors (the activation of any two detectors should sound general alarm).
- Certification on the elevator including testing recall and generator functions.
 - Copy of the certification
 - If alarm is activated on the lowest floor the recall will be the floor above.
 - If alarm is activated on other floors the recall will be to the lowest floor.
 - Any general alarm should recall the elevators.
- Checking emergency lighting and exit lighting (if two exits are required must have exit lights and emergency lighting including exterior emergency lights).
- Check for an accessible entrance, landings, handicapped parking and signage.
- Check for accessible restrooms, grab bars, door swing with 32" minimum clearance, insulating drain and hot water lines, exhaust fans.
- Check all stair doors for correct labels and proper latching (doors must close and latch).
- Address posted on building or sign.