

Madison County

BUILDING INSPECTION DEPARTMENT

266-A SHIELDS ROAD HUNTSVILLE, ALABAMA 35811

Phone: (256)746-2950 Fax: (256)746-2953 inspection@madisoncountyal.gov

www.madisoncountyal.gov/inspection

Residential Building Project Closeout Checklist

After passing all required inspections and completing all finish work to the building and landscaping, a final inspection can be requested.

The following items must be completed, and final reports submitted within the final inspection request, the inspection request should be emailed to inspection@madisoncountyal.gov or called-in to 256-746-2950.

A FINAL building inspection request must be received no later than 2:00PM on the business day prior of the desired inspection date. (Example: an inspection request for Friday must be submitted no later than 2:00PM on Thursday)

- **Septic or Sewer Final Report:** A report confirming connection of the project/property to an approved sewer utility or septic system and that the system is ready to be used.
 - Septic systems (Madison County Health Department)
 - Contact Denise Kappelman via email: Denise.Kappelman@adph.state.al.us or (256) 533-8741
 - Sewer Utilities systems
 - Madison Utilities: Reece Lee via email: Rlee@madisonutilities.org or 256.772.0253
 - Integra: Customer Service via email: info@integrawater.com 205.326.3200, option 2
 - Huntsville Utilities: Randall Stewart via email: Randall.stewart@huntsvilleal.gov or 256.883-3719
 - Harvest Monrovia Water & Sewer Authority: Cherita Kimbrell @ cherita@hmwater.org or 256.837.1132 ext. 202
 - Hico Utility Company: Emily Cook @ info@hicoutility.com or 256.693.1706
 - OSDS WWTP: Harry Lioce @ hlioce@interconnectsys.net or 256.882.8865
- **Energy Reports:** An in-wall or Rough-in and a final inspection and compliance report must be completed and submitted at the rough2 or final inspection request, respectively.
 - **New construction** Contact Bradley Lyon @ bradley.lyon@hsvutil.org or 256.652.8689 and Kyle Pedlum @ kyle.pendlum@hsvutil.org or 256.924.2808
 - **Renovations:** A 3rd party energy compliance accredited agency is required to be hired for the purpose of completing these inspections. This is a list options, but any accredited agency would be permitted.
 - Southern Valley Services, 256-497-5595;
 - All Weather Heating & Cooling 256-852-8825;
 - Synergy, 256-466-0597
- **Sub-contractors List:** A Final [Sub-contractors list](#) must be submitted.

Once the above list of documents is compiled, please submit them to inspection@madisoncountyal.gov

Please request the Building and Trades Final Inspections and submit all documentation.

The Madison County Building Inspection Department will process the Certificate of Occupancy (CO) within two (2) business days following submission of all required documents and the completion of all required inspections.

Contact the Inspections Department via email at inspection@madisoncountyal.gov or call 256.746.2950 regarding any questions related to CO requirements or for any additional close-out information.