



# DEPARTMENT OF RESOURCE MANAGEMENT

## Building Division

1855 Placer Street, Suite 102

Redding, California 96001

Phone: (530) 225-5761 Fax: (530) 245-6468

Inspection Request Line: (530) 244-5068

Web: [building.co.shasta.ca.us](http://building.co.shasta.ca.us) Email: [resourcemanagement@co.shasta.ca.us](mailto:resourcemanagement@co.shasta.ca.us)

### WOOD/PELLET STOVE VIRTUAL INSPECTION GUIDE

(Rev: 04-21-20)

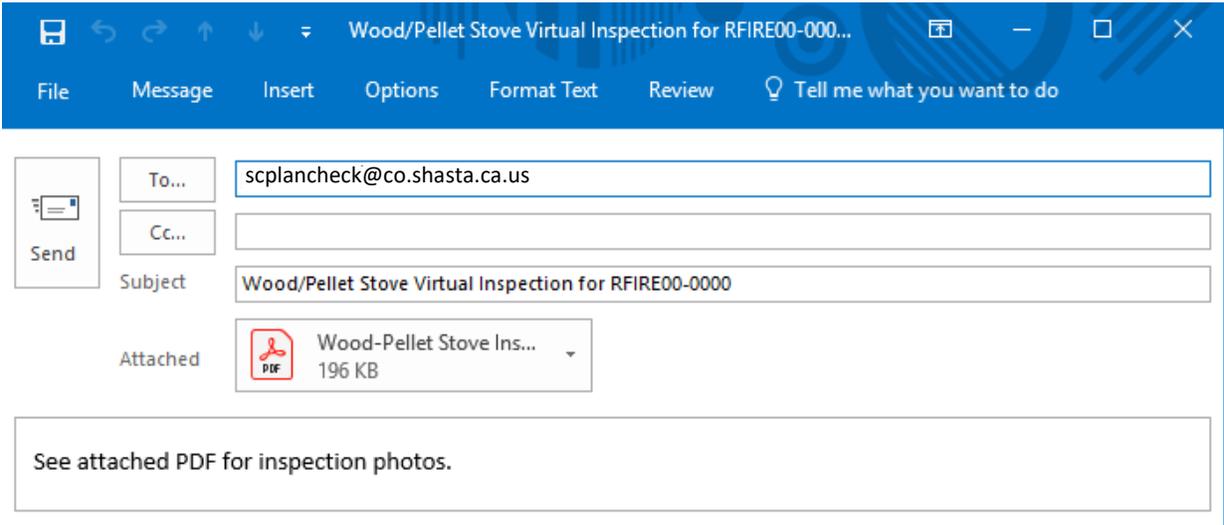
A virtual inspection request for Wood Stove permits must be submitted as an email to:

[scplancheck@co.shasta.ca.us](mailto:scplancheck@co.shasta.ca.us) with the subject line stating, "Wood Stove Virtual Inspection for (Permit #)"

If the email is not sent to the right location or subject line is incorrect, the inspection may not be processed. For the County to process your inspection, **ALL** of the items listed below must be provided in a single PDF document. Please ensure all photos are dated, some cameras may not be capable of recording date/time, if so include current date on the permit paperwork photo. Below are the minimum guidelines for photographic inspections. For unusual installations or new systems please provide any extra photos as you see fit to avoid multiple trips if questions arise. ***If the items are not submitted properly we cannot guarantee that your inspection will be processed. \*\*See last page for examples\*\****

1. A Picture of the home from the street/driveway showing address
2. A picture of the permit paperwork
3. A picture of the smoke alarm and CO detector forms signed
4. A picture of the cover or page of installation manual showing make/model of stove
5. A picture of the sticker or plaque showing approval of the Environmental Protection Agency or a link to the EPA website showing approval
6. A picture showing the location of existing fire place before install
7. A picture showing the new stove location after install front view
8. A picture showing the clearance to combustibles as allowed by the manufacture, install guide and/or California Building Code shown with a visible tape measure. Front (if applicable), top (if applicable), sides (if applicable), and rear of unit (if applicable).
9. A picture of the electrical boxes or panels open with made up wiring visible and showing with ground attachment
10. A picture of the electrical boxes or panels covered or sealed

**Email Example:**



**PDF Example:**

