

Single Family Accessory Structure

Inspection Name	When To Schedule	Inspection Description
Natural Resources- Environmental Rough	Following the permit application. Upon Completion of land clearing.	This inspection serves as a preliminary site evaluation to identify potential environmental concerns before permit issuance and site clearing. Any identified environmental issues, such as presence of wetlands or listed species, must be resolved before proceeding with the permitting process.
Natural Resources- Arborist Rough	Upon completion of clearing	Involves assessing the trees proposed for preservation for conservation credits as part of the mitigation process. Inspectors ensure these trees were not damaged during excavation and verify that they are surrounded by protective barriers to safeguard them throughout the construction period.
Building Site- Site Soil Erosion Control	After the silt fence barrier is up.	Check the initial condition of the site and make sure the BMP are in place (silt fences, filter for Catch basins, etc.)
Public Works- Surveyor Line and Grade	After the property is cleared and filled.	This inspection is to provide the elevations, size and location of the proposed driveway culvert.
Zoning- Rough	Once the form boards are up or stem wall is dug. Before spot survey.	Verifying form board measurements and location regarding the approved site plan.
Zoning- Spot Survey/Formboard Survey	When the licensed surveyor has completed the spot survey, and the document is uploaded into Accela. This is required to be approved prior to pouring concrete and will also stop the building	A signed and sealed survey from a licensed surveyor marks the official distances / setbacks of the structure.

department's inspection of the "Mono-Slab."

Building Site-FFE Verification	When the licensed surveyor has completed the spot survey, and the document is uploaded into Accela. This is required to be approved prior to pouring concrete and will also stop the building department's inspection of the "Mono-Slab."	verifying elevations on form board survey.
Public Works- Surveyor Invert Check	After the Line and Grade inspection and the driveway culvert is installed. Before the driveway pipe is covered.	This inspection verifies the driveway culvert was installed properly, it checks that the elevations, size and joints are correct.
Public Works- Culvert In-Progress	after the PW invert Final and before the driveway is installed	The inspectors look at the ROW and make sure there aren't any safety issues, that there are no building supplies stored in the ROW and that the property has positive drainage in the ROW.
Zoning- As built	When the licensed surveyor has completed the as built, and the document is uploaded into Accela. This is required to be approved after zoning final inspection	Verifies setbacks and placement
PW- As built	When the licensed surveyor has completed the as built, and the document is uploaded into Accela. This is required to be approved prior final inspection	Verifies all work in ROW is complete
Building site- As built	When the licensed surveyor has completed the as built, and the document is uploaded into Accela. This is required to be approved prior final inspection	Verifies drainage and elevations for the area within the parcel
Zoning- Final	Once everything is completed outside the structure, and the disturbed earth is stabilized.	Verify the house is ready, numbers are on the house, the landscaping is completed, and all disturbed earth is restabilized.

Public Works- Final	After the PW as built has been approved.	This inspection is to verify the site and the surrounding area have been restored and the as built is correct in the field.
Building Site- Site Final	At the end when the site is clean, sod is established, and all equipment used for the construction is already removed.	At the end when the site is clean, sod is established, and all equipment used for the construction is already removed.
Natural Resources- Arborist Final	In final stages	Inspectors evaluate all designated preserved trees to ensure they remain undamaged by construction activities. They also verify that the landscape matches the submitted landscape plan from the permit application process. For this inspection, all sod, mulch, and landscaping must be in place, and no ground may be left exposed.
Natural Resources- Environmental Final	Site specific, may be optional	Typically scheduled and conducted to verify a resolution of a listed species issue.
Natural Resources- Arborist Miscellaneous	Optional, site specific	This inspection addresses site-specific tree concerns not covered by the other inspection types.
Natural Resources- Environmental Miscellaneous	Optional, site specific	This inspection addresses site-specific environmental concerns not covered by other inspection types.

