

Engineering Department Inspection Requirements Quick Reference

Inspection request may be made using the Inspection line or by calling your Construction Inspector directly	Phone: (972) 722-3674
	Fax: (972) 771-7748

Inspections	When Requested	Comments
Preliminary Site Inspection	After required items are completed	Erosion protection installed per the Approved plans Trash receptacle on site and secured Construction entrance has been installed Construction working hours sign(s) in place Tree protection properly installed and trees tagged Tree day has been completed Portable toilet on site Flood plain staked and silt fence installed along that line
Grading	Prior to paving	Sheep foot roller is required for all general fill locations Fill should be placed in 8" lifts and tested every 1' of depth All densities to be a minimum of 95% compaction / unless otherwise noted
Storm Sewer	Prior to paving	Competent person letter and trench safety plan must be submitted to the City prior to the start of utilities Embedment shall be 3/4" utility rock 6" thick under pipe and backfilled 3/4 of the height of the pipe with same rock Densities shall be taken every 150' horizontally Trench lines may be mechanically compacted to 95% Densities should be taken from 2' above the pipe to final grade Concrete mix design required for structures Test cylinders taken for every 150 cubic yards or each days pour per City requirements
Sanitary Sewer	Prior to paving	Competent person letter and trench safety plan must be submitted to the City prior to the start of utilities Densities should be taken from 2' above the pipe to final grade Embedment shall be 3/4" utility rock 6" thick under pipe to 6" over pipe Densities shall be taken every 150' horizontally Trench lines may be mechanically compacted to 95% Concrete mix design required for structures Green EMS locator pads are required to be placed every 250' and at all services, changes in direction and all structures Test cylinders taken for every 150 cubic yards or each days pour per City requirements
Water	Prior to paving	Competent person letter and trench safety plan must be submitted to the City prior to the start of utilities Densities should be taken from 2' above the pipe to final grade Embedment shall be cushion sand 6" thick under pipe to 6" over pipe Densities shall be taken every 150' horizontally Trench lines may be mechanically compacted to 95% Blue EMS locator pads are required to be placed every 250' and at all services, changes in direction and all valves and fittings
Detention Pond	Prior to paving	Must be complete with erosion protection and have grass established or anchored seeded curlex before paving can be installed.
Paving	Prior to paving	Test cylinders taken for every 150 cubic yards or each days pour per City requirements Early concrete placement must be approved by the City Engineer Concrete mix submitted to the City 10 days prior to concrete placement Subgrade preparation per City approved plans Densities in fill all areas and trench lines to be completed prior to concrete placement Form board and steel inspection required prior to placement of all concrete
Vertical Inspection and meeting	Before above slab construction	Fire Lane paving must be complete and approved before above slab construction can begin – see vertical checklist for all requirements Checklist prior to walk through handed out by the City. Applicable items should be addressed prior to scheduling a walk through with the City
Walk Through	Prior to City Acceptance	City staff will walk the site with developers representative(s) and contractors to generate a checklist of items to be completed prior to City acceptance of the project

An approved set of civil plans must be on site during construction.