



FINAL LOT GRADING (120) (OCCUPANCY) INSPECTION CHECKLIST

Intent:

The intent of this checklist is to assist builders and developers in determining readiness of the lot for final inspection by the County. By following this checklist, you will be aware of the County requirements for occupancy for a single-family dwelling, which will save you and County staff valuable time and re-inspection fees assessed by the County for any rejections.

Lot grading inspection fee: The Department of Public Works requires a lot grading inspection fee to be paid at the building permit counter at the time of building permit issuance. This lot grading inspection fee is valid for the initial lot grading inspection only. Re-inspection fee, per the fee schedule, is applicable for each of the follow up inspections and must be paid prior to scheduling re-inspections.

General:

- The approved lot grading plan must be on site for inspection. Coordinate with inspector if left on site.
- The house location on the lot and distances from right-of-way, building restriction lines, and property lines must match the approved lot grading plan.
- The limits of clearing and grading must follow what is on the approved plan.
- Iron pipes must be installed at all corners of the lot with stakes. Pipes must be flagged and indicate lot numbers.
- The address must be posted on the house and the mailbox.
- Yard light and streetlight must be in place when required, or street light installation form is signed and submitted.
- Driveway culvert must be installed with the correct length, size, and type of material and has positive drainage. No galvanized pipe east of I-95.
- Sidewalks or trails have been installed along the entire lot to the property lines according to the approved plan.
- Street names, street and pond warning signs pertaining to area of lot grading in place when required.
- No construction trash /debris is left in wooded area, and no dumpsters left in driveway or in front of the lot on the street.
- No portable toilets or building materials are to be left on the lot or street. Street must be clean.
- All erosion and sediment control measures in and around the lot to be inspected, and in the subdivision associated with the lot where the builder is also the developer must be in accordance with the approved plan(s)

- Ensure that an approved separate lot grading plan is at the site when required by the approved site/subdivision plan(s).

Retaining wall(s):

- Check for location, type, and height of the retaining wall per the approved plan. Retaining walls over 3.0 ft. require a building permit.
- Section 108.2 from the Virginia Construction Code states that retaining walls supporting less than 3.0 ft of unbalanced fill and do not support a surcharge load are exempt from permit.

Grading:

- Check for positive drainage away from the foundation and any openings in the structure.
- Verify driveway width and slope per the approved plan. If driveway is built with steeper gradient than the approved plan, a driveway slope waiver is required. The driveway must be at least base paved unless winter waiver conditions, then adhere to winter waiver policy.
- 100 year Overland Relief shall be shown clearly on the lot grading plan (*with related computations*).
- Check for positive drainage away from walkout/walkup areas.
- Front porch elevations and number of steps or risers must match approved plan.
- Final grading of lot is per the approved plan.

Elevations:

- Check to make sure:
 - Swales must have a minimum of 2% fall and be at least 10 ft or more (per the approved plan) away from house.
 - Slopes cannot be steeper than the approved plans.
 - Lead walks cannot be higher than the planter area adjacent to house.

Landscaping:

- Ensure correct number, caliper, and species of trees have been planted and are in approximate location per the approved plan. Ensure buffer plantings are in place, conservation area(s) have not been encroached upon.
- Plantings must be alive at the time of inspection.
- No dead, dying, damaged, leaning or hazardous trees adjacent to the structure;
- No trees/ utility boxes in Storm Drainage Easements.

Stabilization:

Front, sides and rear of the lot shall be seeded/mulched per the Virginia Erosion and Sediment Control Handbook (VESCH) or sodded. Silt fencing must be left in place if seeded, and silt/safety fencing should be removed if the lot is stabilized with sod.