



# COUNTY OF PRINCE WILLIAM

## 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:** *Effective July 1, 2012, the Department of Public Works will require 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 is applicable for each of the follow up inspections and the fee must be paid prior to scheduling re-inspections.*

### **General:**

- Approved Lot Grading plans must be on site for inspection (Coordinate with inspector if left on site)
- House location on the lot and distances from right-of-way, building restriction lines, and property lines must match approved lot grading plan.
- Limits of clearing and grading must have follow approved plan.
- Iron pipes must be installed at all corners of the lot with stakes. Pipes must be flagged and indicate lot numbers.
- Address must be posted on the house and mailbox.
- Yard light and street light 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 per 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 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 2.0 ft. require a building permit.
- PWC Building Divisions final approved certifications to be provided to the Inspector ***at time of inspection.***

### **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**

- Swales must have a minimum of 2% fall and be at least 10 FT. away from house.
- Slopes cannot be steeper than the approved plans.
- Lead walks cannot be higher than the planter area adjacent to house. (See Next Page)

**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.