



TOWN OF PROSPER – ENGINEERING DEPARTMENT
PRELIMINARY/FINAL INSPECTION CHECKLIST
(Column on left is Preliminary Comments that need to be addressed)
(Column on right is Final Comments that have been addressed)

PROJECT NAME:

DATE:

INSPECTED BY:

(1) WATER UTILITIES

MAINS/VALVES

PRELIM.

- ☐ PRESSURE TEST
- ☐ BACTERIOLOGICAL SAMPLES
- ☐ LOCATE ALL VALVES
- ☐ PROVIDE EXTENSIONS ON ALL DEEPER THAN 4'
- ☐ MARK LOCATIONS ON CURB (SINGLE "V")
- ☐ CONCRETE PADS (2'x 2'x 6")
- ☐ PROVIDE FIBERGLASS MARKERS FOR OFFSITE
- ☐ OTHER:

FINAL

- ☐
- ☐
- ☐
- ☐
- ☐
- ☐
- ☐
- ☐

FIRE HYDRANTS

PRELIM.

- ☐ CRIMP CHAINS
- ☐ VERIFY ALL MAIN STEAMER SIZES ARE "4"
- ☐ PAINT WITH APPROVED COLOR & BRAND OF HYDRANT PAINT
- ☐ RAISE/LOWER
- ☐ ADD REFLECTIVE BLUE MARKERS (2 AT CORNERS)
- ☐ OTHER:

FINAL

- ☐
- ☐
- ☐
- ☐
- ☐
- ☐

METER BOXES

PRELIM.

- ☐ ADJUST TO GRADE AS NEEDED
- ☐ PROVIDE CORRECT LIDS
- ☐ MARK LOCATIONS ON CURB (SINGLE VERTICAL SAW MARK)
- ☐ INDICATE DISTANCES ON AS-BUILTS
- ☐ LOCATIONS
- ☐ OTHER:

FINAL

- ☐
- ☐
- ☐
- ☐
- ☐
- ☐

(2) **SANITARY SEWER UTILITIES**

MAINS

PRELIM.

- ☐ LOCATE ALL CLEAN-OUTS
- ☐ MARK LOCATIONS ON CURB ("CO")
- ☐ PROVIDE PLUGS ON CLEAN-OUTS
- ☐ LINE TESTS
- ☐ INFILTRATION FLOW
- ☐ OTHER:

FINAL

- ☐
- ☐
- ☐
- ☐
- ☐
- ☐

MANHOLES

PRELIM.

- ☐ LOCATE ALL
- ☐ MARK LOCATIONS ON CURB ("MH")
- ☐ SET TOPS TO GRADE
- ☐ GROUT INSIDE RINGS &/OR FRAME
- ☐ REMOVE FALSE BOTTOMS
- ☐ INVERTS
- ☐ PROVIDE PROPER LID (400#) AND/OR FRAME
- ☐ PROVIDE RAIN CAPS WITH VENT
- ☐ PROVIDE FIBERGLASS MARKERS FOR OFFSITE
- ☐ OTHER:

FINAL

- ☐
- ☐
- ☐
- ☐
- ☐
- ☐
- ☐
- ☐
- ☐
- ☐

SERVICES

PRELIM.

- ☐ LOCATE ALL
- ☐ MARK LOCATIONS ON CURB (DOUBLE VERTICAL SAW MARKS)
- ☐ INDICATE DISTANCES ON AS-BUILTS
- ☐ OTHER:

FINAL

- ☐
- ☐
- ☐
- ☐

LIFT STATION

PRELIM.

- ☐ LIFT STATION (OPERATE)
- ☐ POWER
- ☐ STAND BY PUMP
- ☐ OTHER:

FINAL

- ☐
- ☐
- ☐
- ☐

(3) **DRAINAGE**

STORM SEWER

INLETS

PRELIM.

- ☐ CLEAN EXPANSION JOINTS
- ☐ REMOVE DEBRIS AND CLEAN
- ☐ REPAIR CURB
- ☐ SAW CONTRACTION JOINTS IN APRONS TO MATCH PAVING JOINTS
- ☐ PROVIDE PROPER LIDS(S) AND/OR GRATE(S)
- ☐ Y-INLET(S) NEED(S) 3 FT WIDE CONC. APRON AROUND PERIMETER
- ☐ OTHER:

FINAL

- ☐
- ☐
- ☐
- ☐
- ☐
- ☐
- ☐

STORM PIPE

PRELIM.

- ☐ GROUT END CONNECTIONS WITH INLETS/HEADWALLS
- ☐ REMOVE DEBRIS AND CLEAN
- ☐ OTHER:

FINAL

- ☐
- ☐
- ☐

CULVERTS

PRELIM.

- ☐ REMOVE DEBRIS AND CLEAN
- ☐ GROUT END CONNECTIONS WITH INLETS/HEADWALLS
- ☐ HEADWALLS / CONCRETE: ☐ COMPLETE ☐ INCOMPLETE
- ☐ SURFACE DRAINAGE FEATURES
- ☐ CHANNELS
- ☐ EROSION CONTROL/LINING
- ☐ OFF-SITE
- ☐ OTHER:

FINAL

- ☐
- ☐
- ☐
- ☐
- ☐
- ☐
- ☐
- ☐

(4) **PAVING: STREETS/ ALLEYS/ FIRE LANES**

PARKWAYS

PRELIM.

- ☐ REMOVE ROCKS/STONES OVER 1-1/2 INCHES
- ☐ GRADE ONE-QUARTER INCH/FOOT
- ☐ BACKFILL BEHIND CURBS/EDGES OF PAVEMENT
- ☐ EXTERIOR SLOPES
- ☐ OTHER:

FINAL

- ☐
- ☐
- ☐
- ☐
- ☐

CONTRACTION JOINTS

PRELIM.

- ☐ INSUFFICIENT, SAW ADDITIONAL
- ☐ SEAL
- ☐ OTHER:

FINAL

- ☐
- ☐
- ☐

EXPANSION JOINTS

PRELIM.

- ☐ REMOVE CAP
- ☐ SEAL
- ☐ FREE-UP BY REMOVING ALL CONCRETE
- ☐ EXTEND THROUGH BACK OF CURB OR EDGE OF PAVEMENT
- ☐ REPAIR
- ☐ OTHER:

FINAL

- ☐
- ☐
- ☐
- ☐
- ☐
- ☐

CONCRETE

PRELIM.

- ☐ CHECK FOR AND REPAIR ALL CRACKS/MUDBALLS
- ☐ FLOW CHECK ALL GUTTERS/INVERTS; ADDRESS BIRDBATHS
- ☐ CORE FOR DEPTH (2" CORES STAGGERED @ 300'; FILL WITH NONSHRINK GROUT)
- ☐ ADDRESS STRENGTH/DEPTH DEFICIENCIES
- ☐ DENSITY TESTS
- ☐ CONCRETE TESTS
- ☐ WIDTHS
- ☐ RADII
- ☐ SURFACE CONDITION
- ☐ SIGNS
- ☐ BARRICADES
- ☐ TEMPORARY CONNECTIONS
- ☐ OTHER:

FINAL

- ☐
- ☐
- ☐
- ☐
- ☐
- ☐
- ☐
- ☐
- ☐
- ☐
- ☐
- ☐

CURBS

PRELIM.

- ☐ REPAIR
- ☐ PROVIDE LAY DOWN
- ☐ OTHER:

FINAL

- ☐
- ☐
- ☐

STREET SIGNS/TRAFFIC CONTROL/LIGHTS

PRELIM.

☐ PROVIDE STREET/STOP SIGNS W/POSTS (1-3/4" 3-PIECE BREAKAWAY UNISTRUT POST WITH CORNER BOLTS REQUIRED AT BASE - WRAP BOTTOM WITH TAPE; DRIVE RIVETS REQUIRED FOR ATTACHING SIGN TO POST)

FINAL

☐

☐ REGULATORY SIGNS PER PLANS:

☐

☐ BUTTONS:

☐

☐ BARRICADE:

☐

☐ STREET LIGHTS:

☐

☐ OTHER:

☐

(5) LOT GRADING

PRELIM.

☐ GRADE/BENCH LOTS

FINAL

☐

☐ PROVIDE RETAINING WALLS WHERE SLOPES STEEPER THAN 3:1

☐

☐ VERIFY THAT AS-BUILT PAD ELEVATIONS ARE PER PLANS & CERTIFY

☐

☐ PROVIDE TWO LOCAL BENCHMARKS ON GRADING PLAN

☐

☐ OTHER:

☐

(6) EROSION CONTROL

PRELIM.

☐ PROVIDE INLET FILTERS

FINAL

☐

☐ PROVIDE 8' OF CURLEX ADJACENT TO CURB

☐

☐ PROVIDE 4' OF CURLEX ADJACENT TO ALLEY

☐

☐ PROVIDE SILT FENCE:

☐

☐ OTHER:

☐

(7) MISCELLANEOUS

PRELIM.

☐ GENERAL CLEAN UP

FINAL

☐

☐ REQUIRED RETAINING WALLS

☐

☐ REQUIRED SCREENWALLS

☐

☐ REQUIRED SIDEWALKS

☐

☐ HANDRAILS

☐

☐ OTHER:

☐

(8) SUBDIVISION ORDINANCE

PRELIM.

- | | | |
|-------------------------------------|--|--------------------------|
| <input checked="" type="checkbox"/> | GAS INSTALLED AND LIVE? <i>PROVIDE WRITTEN CONFIRMATION FROM GAS CO.</i> | <input type="checkbox"/> |
| <input checked="" type="checkbox"/> | ELECTRIC INSTALLED AND HOT? <i>PROVIDE WRITTEN CONFIRMATION FROM ELEC CO.</i> | <input type="checkbox"/> |
| <input checked="" type="checkbox"/> | TELEPHONE INSTALLED AND DIAL TONE ON? <i>PROVIDE WRITTEN CONFIRMATION FROM TELEPHONE CO.</i> | <input type="checkbox"/> |
| <input checked="" type="checkbox"/> | EASEMENTS ON PLAT? | <input type="checkbox"/> |
| <input checked="" type="checkbox"/> | FINAL PLAT RECORDED? | <input type="checkbox"/> |
| <input checked="" type="checkbox"/> | PROPERTY CORNERS SET? | <input type="checkbox"/> |
| <input checked="" type="checkbox"/> | AS-RECORDED PLANS? | <input type="checkbox"/> |
| <input checked="" type="checkbox"/> | FINAL PAY REQUESTS? | <input type="checkbox"/> |
| <input checked="" type="checkbox"/> | MAINTENANCE BONDS? | <input type="checkbox"/> |
| <input checked="" type="checkbox"/> | INSPECTION/ESCROW/IMPACT FEES PAID? | <input type="checkbox"/> |
| <input checked="" type="checkbox"/> | AFFIDAVITS? | <input type="checkbox"/> |
| <input checked="" type="checkbox"/> | FORM 79G OR GEOTECHNICAL REPORT? | <input type="checkbox"/> |
| <input checked="" type="checkbox"/> | OHE BURIED OR ESCROW PROVIDED? | <input type="checkbox"/> |
| <input type="checkbox"/> | OTHER: | <input type="checkbox"/> |

FINAL

VERIFY THAT ALL LAB TESTS RESULTS ON FILE

ADDITIONAL COMMENTS: