



Inspection Expectations

This guide will help identify inspection types that are either required for all permits or are optional. Failure to schedule required inspections will result in fines.

For any questions regarding inspections, please contact (719) 385-5977.

Concrete – New Construction Activity Permits			
Required	Forms & Pour	15 mins	Schedule 1-2 hours ahead of pouring concrete
Required	CO Sign-Off	1 min	Not a time-stamped inspection so schedule between 3pm – 4pm
Optional	Onsite Meeting	30 mins	Coordinate with your inspector ahead of the project if needed
Optional	Proof Roll	1 hour	Coordinate with your inspector ahead of the project if needed
Optional	Asphalt	30 mins	For 2' patch back only
Optional	Pedestrian Ramp	15 mins	Required when applicable

Concrete – Remove & Replace Permits			
Required	Forms & Pour	15 mins	Schedule 1-2 hours ahead of pouring concrete
Required	Notice of Completion	30 mins	Must be scheduled on valid permit to close out project
Optional	Onsite Meeting	30 mins	Coordinate with your inspector ahead of the project if needed
Optional	Proof Roll	30 mins	Coordinate with your inspector ahead of the project if needed
Optional	Asphalt	30 mins	For 2' patch back only
Optional	Pedestrian Ramp	15 mins	Required when applicable

Excavation Permits			
Required	Emergency Same Day Notification	AM / PM	Emergency cases only
Required	Notification of Work	AM / PM	Must be scheduled before 8am day of
Required	Notification of Completion	30 mins	Must be scheduled on valid permit to close out project
Required	Restoration Paving	30 mins	Must be scheduled to ensure compliance to City Standards
Required	Backfill	30 mins	Must be scheduled to ensure compliance to City Standards
Optional	Onsite Meeting	30 mins	Required before beginning any boring work
Optional	Proof Roll	30 mins	Coordinate with your inspector ahead of the project if needed

Paving Permits			
Required	Proof Roll	30 mins	Must be scheduled to ensure compliance to City Standards
Required	Asphalt Placement	15 mins	Must be scheduled to ensure compliance to City Standards
Optional	Onsite Meeting	30 mins	Coordinate with your inspector ahead of the project if needed
Optional	CTS Placement	15 mins	Required when applicable
Optional	Base Course Placement	15 mins	Required when applicable

Storm Drain Permits			
Required	Pipe Installation	15 mins	For public and/or private storm drains >12" in diameter
Required	Structure	15 mins	Only applicable on private drains. Public will require a concrete permit
Required	Backfill	15 mins	Must be scheduled to ensure compliance to City Standards
Optional	Onsite Meeting	30 mins	Coordinate with your inspector ahead of the project if needed
Optional	Paving Restoration	15 mins	Required when applicable