



Site Inspection Checklist

Inspection # _____ Final? – Yes / No

Date: _____ Time: _____ Weather: _____

Construction inspector: _____

Project name: _____

Address: _____

Proposed use of this property: _____

Site development classification: SSFR or LRCD Zoning classification: _____

Erosion and Sediment Control:

1. Is there a good stand of grass on all areas disturbed by construction?
2. Is there a good stand of grass within all ditches and swales?
3. Is there a good stand of grass within the detention basin?
4. Are erosion and sediment control devices properly installed at the correct locations?
5. Is there any evidence of erosion or sedimentation downstream from the project site?

Yes	No	N/A

Storm Drainage Structures:

(catch basins, inlets, manholes, junction boxes)

1. Are all drainage structures installed at the proper location per approved plans?
2. Are all drainage structures installed at the proper grade and cross slope?
3. Are curb irons and manhole lids installed correctly? Proper size?
4. Do curb irons and manhole lids have anti-pollution message per COK standard details?
5. Are structure inverts shaped to prevent ponding water? Free from silt and debris?
6. Are pipes properly grouted and fitted into each drainage structure?

Yes	No	N/A

Storm Drainage Pipes:

1. Has the proper aggregate backfill been used (Class A Grade D)? Adequately compacted?
2. Does pipe size and pipe material agree with the approved plans?
3. Does the location and grade of storm drainage pipes agree with the approved plans?
4. Are pipe sections joined correctly (coupling bands for CMP, joints, gaskets, etc.)
5. Are pipes in good condition and undamaged?
6. Are proper outlet structures, headwalls, riprap or other erosion control measures in place?

Yes	No	N/A

Ditches and Swales:

1. Are the ditches and swales located per the approved plans?
2. Does the constructed cross section (width, depth) agree with the approved plans?
3. Are erosion control measures in place? Riprap?

Yes	No	N/A

Stormwater Quality Structure:

(O/W separator, sand filtration device, etc.)

1. Is the correct brand, size, and model installed as per approved plans?
2. Is the structure installed at correct location, grade and elevation as per approved plans?
3. Is the structure located within the designated easement?
4. Are liftholes plugged and all joints sealed to prevent leakage?

Yes	No	N/A



Stormwater Detention Basin:

1. Was Detention Basin installed as first item of construction, to prevent erosion/sediment?
2. Does the basin size and location agree with the approved plans & detention calculations?
3. Is the basin located within the detention basin easement, including fill and cut slopes?
4. Is the bottom of the detention basin graded to the outlet structure to prevent ponding?
5. Is there a good cover of vegetation on the slopes and bottom (to prevent erosion)?
6. Is the outlet structure constructed to agree with approved plans & detention calculations?
7. Are the detention basin slopes at the approved grades (no steeper than 2:1 H:V)?
8. Is the detention basin berm graded at the proper elevation and width, all the way around?
9. Is the first flush volume adequate? With a controlled release over 24 hours?
10. Is there any evidence of utility lines or pipes within the detention basin easement?

Yes	No	N/A

Streets:

1. Are streets in good condition and free from damage? (no cracks, upheaval or settlement)
2. Are the streets located correctly as per approved plans? Curves (PC, PT, tangents)?
3. Are the street widths adequate?
4. Does the street cross section (pavement and base depths) meet the approved plans?
5. Are streets crowned and gutters graded properly to prevent ponding?
6. Has the curb been backfilled?
7. Is there a good stand of grass within the street right-of-way?
8. Are street signs in compliance with City and FHWA standards and installed properly?
9. Are pavement markings, lines and symbols correct?
10. Have streetlights been installed correctly with adequate setbacks?
11. Have property pins been set and protected?
12. Are entrance signs and other structures located outside of the street right-of-way?

Yes	No	N/A

Curbs and Sidewalks:

1. Are curbs and sidewalks in good condition and free from damage?
2. Does the location, type, and height of curb and gutter agree with the approved plans?
3. Are the curb and sidewalk radii and curves correct for all entrances and cross streets?
4. Are curb contraction joints installed with 5 ft maximum spacing?
5. Are curb expansion joints installed with 25 ft maximum spacing and at fixed objects?
6. Is the sidewalk width and location adequate?
7. Are sidewalk cross sections adequate, with proper finishing and joints?
8. Are sidewalk ramps and cuts installed to meet ADA requirements?

Yes	No	N/A

Entrances and Driveways:

1. Do the entrance and driveway widths match the approved plans?
2. Are the entrance and driveway radii adequate for each property?
3. Are the entrance and driveway cross sections adequate, with proper finishing and joints?
4. Are sight distances adequate, with no obstacles such as trees, fences or signs?

Yes	No	N/A

Retaining Walls:

1. Are retaining walls located as per approved plans?
2. Do the retaining walls agree with the approved height, length, and construction material?
3. Do the retaining walls have sufficient footer size and steel reinforcement?
4. A detailed construction inspection is required for retaining walls over 4 feet in height.
5. Has the contractor been notified of the requirements regarding 3rd party inspection?

Yes	No	N/A