



## **PROCEDURES FOR FINAL INSPECTION**

- 1) A letter from the site engineer certifying that the project has been completed according to the approved plans. This letter should also include the date and time for this final walk-thru and we will confirm the date and time. We will accept a faxed copy (352-394-8776) with the original to follow in the mail.
  
- 2) We require ENGINEERED As-Builts, in State Plane Coordinate Systems (2 complete sets), together with an AutoCAD DWG's on CD and PDF.
  
- 3) All test results such as: Density, BT's, lift station reports, asphalt, concrete and any other test reports specific to your project.
  
- 4) Backflow certifications.
  
- 5) If County and/or FDOT agencies are involved in your project we will need a letter from that source releasing their concerns.

A punch-list will be created for any outstanding items and faxed to the engineer. After all punch-list are completed, please fax a request for re-inspection. Upon completion, the City of Clermont will issue a CO to the City's Building Services for all city requirements. The building CO will be issued by the City's Building Services.