



CITY OF EAGLE

P & Z COMMERCIAL SITE

INSPECTION CHECK-OFF LIST

660 E. Civic Lane, Eagle, Idaho 83616

Phone: (208)489-8760 www.cityofeagle.org

The following list has been provided to ensure that developers/contractors have completed all required work prior to the Planning and Zoning Department completing a site inspection.

An inspection fee is required to be paid prior to staff being scheduled to complete a site inspection. Please call the Planning and Zoning Department (939-0227) to verify the cost of inspection fees. **A minimum of 2 days' notice is required for all inspections.**

If staff is required to conduct multiple site inspections, a re-inspection fee will be required to be paid to the City prior to staff conducting additional site inspections.

INSPECTION FEES ARE AS FOLLOWS:

Building & Landscaping - \$300

Landscaping Only - \$150

Building Only - \$150

Tenant Improvement - \$100

General - \$100

Reinspection - \$100

CHECK-OFF LIST

- Parking lot is paved and striped (including handicap parking spaces).
- Building elevations are complete per the approved plans.
- Building is painted per the approved plans.
- All roof vents are painted to match the color of the roof.
- Roof top units are to be completely screened from view by the parapet walls or mansard roof.
- All roof vents on a flat roof are to be completely screened from view by the parapet walls or mansard roof.
- Electrical panel, sprinkler meters boxes, phone boxes, etc. are painted to match the color of the building.
- Gutters and downspouts shall be installed and painted to compliment the colors of the building.
- A letter from the architect stating that the building has been constructed in substantial compliance with the approved architectural plans. This letter must be signed by a licensed architect.
- Landscaping has been completed per the approved plans.
- All ground mounted mechanical units are screened by landscaping or a screen wall per the approved plans.
- All ground mounted transformers, phone boxes, cable boxes, etc. are to be screened by landscaping.
- A letter from the landscape architect stating that the landscaping has been installed in substantial compliance with the approved landscape plans. This letter must be signed by a licensed landscape architect.
- A letter from the design engineer stating that the grading and drainage has been completed in substantial compliance with the approved civil/engineering plans. This letter must be signed by a registered professional engineer (PE), not an EIT.

- A letter from the Trails and Pathways Superintendent stating that any required trails or pathways have been completed in substantial compliance with the approved plans. Steve Noyes may be contacted at: snoyes@cityofeagle.org or 208-489-8769
- Trash enclosure is constructed of materials that complement the building materials used in the construction of the building. No chain link, chain link with slats, or wood fencing is permitted to be used for the gates.
- All site and building lighting shall comply with Eagle City Code with regard to the lamp and lens being screened from view. No metal halide light fixtures are permitted. Additional screening may be required to screen the lights.
- All pedestrian amenities (i.e.: bike rack, benches, trash receptacles, etc.) shall be installed per the approved plans.
- General site cleanup of all construction debris, equipment, and contractor signs

REQUEST AN INSPECTION ONLINE

To request an inspection be scheduled online, [click here](#).