

Planning and Zoning

Commercial Site Inspection Check-off List

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 \$60.00 re-inspection fee will be required to be paid to the City prior to staff conducting additional site inspections.

- 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.
- Trash enclosure is constructed of materials that complement the building materials used in the construction of the building. No chainlink, chainlink 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.