



**Planning and Engineering Department  
7111 Bowie Lake Road  
Fairview, TN 37062**

**Initial and Final Residential Site Inspections Checklists**

Final and Residential Inspections are two of the required inspections to be passed before being issued a Certificate of Occupancy (CO). Please see below for the checklists that are utilized for these two inspections.

**Initial Residential Site Inspection**

The Initial Residential Site Inspection is requested after the following has occurred:

- Installation of the construction driveway into the lot or parcel
- Preliminary Erosion Prevention Sediment Control (EPSC) measures have been installed
- Preliminary grading of the lot or parcel
- Foundation has been installed or foundation corners have been marked

During this Initial Residential Site Inspection, the inspector will review four categories. These criteria must be in compliance before construction can continue. A description of each of the four categories has been provided below:

- Construction driveway compliance
  - Construction driveway shall meet the requirements of the construction driveway detail in the approved construction plans or Plot Plan
- Preliminary EPSC measure compliance
  - Preliminary forms of erosion prevention sediment control measures are installed and functioning effectively
- Preliminary site grade compliance
  - Site is either undisturbed or in the process of grading as the proposed contours indicate and drains towards installed erosion protection
  - Preliminary grading shall avoid directing runoff towards the installed construction driveway, adjacent parcels or lots, and areas where EPSC measures are not present
- Foundation corners marked
  - If the foundation has not yet been installed, the marking of the foundation corners shall occur to ensure building setbacks are being met and the preliminary grade has relatively positive slope away from the foundation

### **Final Residential Site Inspection**

The Final Residential Site Inspection is generally requested after the following has occurred:

- Installation of the permanent driveway into the lot or parcel
- Final Erosion Prevention Sediment Control (EPSC) measures have been installed
- Final site grading of the lot or parcel
- Property corners have been marked

During this inspection, the inspector will be reviewing the following four (4) categories:

- Permanent driveway compliance
- Final EPSC measure compliance
- Final site grade compliance
- Property corners marked

These criteria must be in compliance before construction can continue. A description of each of the four (4) categories has been provided below:

- Permanent driveway compliance
  - Subdivision Regulation 4-102.1204 contains the Design Standards for Residential Driveways. A summary of that regulation has been provided:
    - Criteria 1:
      - The first fifteen (15) feet from the street shall never exceed ten (10) percent. Please note the slope varies over this distance with the presence of gutter, the driveway apron, and the cross slope of the sidewalk. As long as the average slope does not exceed ten (10) percent in this area, the permanent driveway is in compliance according to this criteria.
      - A more simple definition is that no more than 1.5 feet of drop or rise can occur fifteen (15) feet from the edge of street.
    - Criteria 2:
      - Starting from the approved sidewalk's edge furthest from the street, the driveway may not exceed eight (8) percent unless reviewed and approved by the City Engineer prior to a building permit being issued.
      - The approval of a driveway exceeding the eight (8) percent shall occur during the review of the Site Plan for the building permit submittal.
- Final EPSC Compliance
  - No exposed soil shall be present on the site. All graded areas shall be covered with a form of erosion control.
  - Initial forms of erosion control have been removed and only final forms of erosion control are present on site.
- Final Site Grade Compliance
  - The grading shall not contain low spots that could potentially pool water and excessively steep slopes.
  - Positive drainage away from the building shall be present.
  - Final grade shall not direct stormwater runoff to adjacent lots or parcels without a form of stormwater control such as a swale.
  - Slopes of driveway and sidewalks shall be sloped away from the building.
  - Grading shall match proposed contours shown on approved Site Plan submitted prior to the issuance of a building permit.
- Property Corners Marked
  - Mark property corners to assist in determining the extents of the lot or parcel during the inspection.