

PUBLIC WORKS

OBTAINING PUBLIC WORKS INSPECTOR'S CLEARANCE TO ALLOW ISSUANCE OF A BUILDING PERMIT

These instructions should be used as guidelines to obtain building permit clearances from Public Works inspectors.

Instructions:

1. Completion of Precise Grading. The grading, per the approved precise grading plan, must be 100% complete and the site must be ready for final inspection.
2. Scheduling an Inspection. Public Works (PW) inspections shall be scheduled by emailing the **PW Inspection email at ldinspections@temeculaca.gov**
 - a. Inspections must be requested no later than 3:30 pm the day prior to the requested date of inspection (i.e., an inspection for Thursday must be called in no later than Wednesday at 3:30 pm).
 - b. More than 1 inspection may be requested per email, but they must be **specific** and all relevant information provided.
3. Submittal of Required Items. The following items shall be presented to the PW Inspector, upon arrival for the scheduled inspection:
 - a. The pad elevation certification (i.e., rough grade cert) and
 - b. The pad compaction certification/report (i.e., final geotechnical/soils report).
4. Inspection Clearance. After the inspection, if the PW Inspector finds the work...
 - a. Acceptable, the PW inspector's clearance of the project site will be provided. Prior to proceeding to City Hall to obtain the building permit, it is highly recommended that the Community Development Technician be contacted to confirm all other outstanding department clearances. Please allow **a reasonable time** for City staff to process all departments' clearances;
OR
 - b. Unacceptable, the PW inspector will identify field deficiencies and the project site will not be cleared. All deficiencies must be addressed prior to requesting/scheduling a follow-up inspection.