



Preliminary
Punch List / Check List

City of Chico
Community Services Dept.
Engineering Division
411 Main St
2nd Floor
PO Box 3420
Chico, CA 95927
Phone: (530) 879-6900
Inspection: (530) 879-6921
FAX: (530) 895-4899

Public Safety

- Verify that all street name and traffic control signs are installed.
- Verify that all "No Parking Fire Lane" signs are installed and have been approved by the City Fire Marshall.
- Verify that all Fire Hydrant Flow test data has been forwarded to the City Fire Marshall and the City Fire Marshall has approved all Fire Hydrant installations.
- Verify that all striping and pavement markings/markers are installed.
- Verify that all street light installations are complete and operational.
- Verify that all curb, gutter, sidewalk, and pedestrian ramps are installed and complete.
- Verify that backfill is in place adjacent to all curbs and sidewalks to a level one-inch below the grade of the finished concrete.
- Verify that all asphalt paving – including trench patching – is complete.
- Verify that all manholes are raised to grade.
- Verify that all detention basins (with side slopes of 2:1 or greater) are fenced.
- Verify that the ROW is clean of all construction debris.

Sanitary Sewer and Storm Drain

- Verify that all drop inlets, manholes and storm drain/sanitary sewer pipes are clean.
- Verify that all pipes have been trimmed flush with the inside wall of all structures, and that all excess joint seal compound has been trimmed & removed.
- Verify that the interior of all structures has been grouted.
- Verify that concrete collars are in place on all flushing holes and manholes.
- Verify that the location of all SS laterals have been indicated by a 2.5" tall "S" in the top of curb above the lateral.
- Verify that the Storm Water Interceptor oil sorbent mats are secured in place and installed correctly.
- Verify that the Storm Water Interceptor discharge assembly is installed correctly, and that the outlet control orifice restrictor plate is properly sized.

Legend: ☹ Item not verified, or incomplete; ☺ Item verified as completed; N/A Not Applicable



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Signs and Pavement Markings

- Verify that all required signs have been installed as indicated on the approved plans.
- Verify that all signs have 7' clear from bottom of the lowest panel to the ground.
- Verify that signpost tops do not extend more than 1" above top of the upper sign panel, and that post caps are installed.
- Verify that all required bollard posts have been installed as indicated on the approved plans.

Street Lighting, Traffic Signals, and Miscellaneous Utilities

- Verify that all electrical conduit ends are sealed with duct seal.
- Verify that all pull box lid hold down bolts are installed.
- Verify that all utility boxes are adjusted to grade.
- Verify that all pull boxes have bottom barriers (AB & hardware fabric, or grout) installed.
- Verify that all streetlight & traffic signal poles are plumb.
- Verify that the grout pad is in place beneath all streetlight & traffic signal pole bases.
- Verify that the bolt covers are in place on all pole bases.

Landscaping

- Verify that all street trees have been installed per the approved plans and CoC Std. LS-1. (A request form asking to defer planting is available at the CoC Engineering Office, and may be submitted to your inspector for project specific consideration.)
- Verify the installation of all landscape improvements as indicated on the approved landscape plans, and/or the improvement plans. Verify that any/all required soil samples & reports have been submitted to the City Inspector. After installation of all landscape improvements is complete, call the City Inspector to schedule a landscape field review prior to starting the 90-day plant maintenance period.

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Certifications, Plans, and Submittals

- Have your engineer/surveyor provide a letter certifying that the subdivision monuments have been (or will be) set in accordance with the Subdivision Map Act, and CoC Std. S-20.
- Have your engineer provide a letter certifying that the subdivision has been graded in accordance with the approved grading plan, and Chapter 16 R.22 of the Chico Municipal Code.
- Have your engineer provide a final soils report certifying that the building pads have been compacted in accordance with Chapter 33 of the 1997 edition of the Uniform Building Code.
- Have your engineer provide a letter certifying the construction and functional operation of the subdivision storm drain detention/retention facilities.
- Have your engineer provide a brief description/explanation of the operation and theory of all subdivision storm drain detention/retention facilities (including provision for the abandonment of any temporary facilities), for the benefit of City of Chico O&M staff. Incorporate the description on the "As-Built" subdivision improvement plans.
- Verify that all street lighting service points and conduit runs are noted on the "As-Built" subdivision improvement plans.
- Have your Landscape Architect provide an "as-built" copy of the approved reproducible landscape (planting/irrigation) plans, prior to the start of the 90-day plant maintenance period.
- Have your Engineer provide "As-Built" reproducible subdivision improvement plans, incorporating all approved changes.
- Have your Engineer provide one "As-Built" paper copy of all plan sheets depicting the on-site (ONLY) SD improvements – for submittal to the CoC \ Engr Div \ SS & SD Section – for their records.
- Provide a photocopy of a billing invoice for the water and/or electrical service used only for the irrigation of public landscape improvements. Verify that the account numbers are legible, to assist in the transfer of the account to the City.

Miscellaneous

- Verify that all asphalt trench patches have been sealed in accordance with CoC Std. S-17, Note 4.
- Verify that all NDCBU (*Postal Mailbox*) pads have been installed as noted on the approved plans.
- Repair any damage to new facilities, *i.e.*, PCC sidewalks, curbs, gutters, pedestrian ramps, street lighting, etc.
- VERIFY THAT ALL ITEMS SHOWN ON THE APPROVED PLANS ARE IN PLACE AND COMPLETE.

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