



**City of Portsmouth Protocols for Engineering Inspections:** preconstruction meeting for residential and commercial development

Project Name and Address: \_\_\_\_\_

<b>Engineering Representative</b>	<b>Phone</b> <b>(757) 393-8592</b>	
<b>Developer Rep.</b>		<b>Email</b>
<b>Developer Rep.</b>	<b>Phone</b>	
<b>Developer Rep.</b>		<b>Email</b>
<b>Developer Rep.</b>	<b>Phone</b>	

1. Delineation of right of way work (inspected by the Engineering Department) and work inspected by Permits and Inspections
2. Protocol for calling in inspections for work in the right of way
3. Any defective, faulty, cracked or broken walks, driveways, handicap ramps, or curb and gutter, as determined by the Engineer (City), shall be removed and replaced to the nearest joint prior to final acceptance at no additional cost to the City. Patching is not acceptable.
4. Sawcutting, trenches, and pavement patching
5. Utility connections for public water and sewer
  - a. Inspection procedures and location of water meters/cleanouts
  - b. Provide 48 hour notice prior to scheduling utility work
  - c. Excavation must start prior to 11 AM
  - d. Work shall finish at 3:30 PM
6. Utility coordination with private utilities
7. Traffic control and road closures (road safety)
8. Re-inspections
9. Stormwater Compliance
10. Engineering Final Inspections

Notes: \_\_\_\_\_  
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