

# CITY OF MILPITAS

Building & Safety Department  
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## INSPECTION CHECKLIST

### ITEMS TO BE REVIEWED ON ALL PROJECTS BY PW INSPECTORS

	Code Requirements	Code section	Req'd
	<b>A. GENERAL</b>		
1.	<p>For all Capital Improvement Projects, Private Development Projects and Encroachment Permits, the Project Inspector will review the site prior to construction to become familiar with any and all City owned facilities, and the work to be performed. The Inspector will verify that the contractor is sufficiently protecting existing City facilities as noted or not on the project plans and specifications. During construction, the Inspector will continue to monitor the site frequently to verify that both public and private properties are not damaged. If any facility or property is damaged, the Inspector will note the item and condition in the Daily Inspection Report, notify the Contractor and the Project Engineer. A Notice of Non Compliance may be issued at the discretion of the Engineer. The Inspector will verify the repair to the item has been completed in a timely, acceptable manner prior to acceptance of the project.</p> <p>On projects that the Inspector has been assigned oversight inspection, such as the Light Rail Project being administered by the VTA, the Inspector shall be available to answer questions from the VTA's representative, monitor traffic control and notify the VTA's representative of any deficiencies or damaged City property that are noted during construction of the project.</p> <p>For all projects, the Inspector shall check to verify the plans, specifications and City Standards are being followed while reviewing the work to ensure the following, but not limited to, list of items are either protected or improved according to the approved plans and specifications:</p>		
	• Monuments/Boxes		
	• Traffic Control		
	• Sewers		
	• Water Meters, Blow Offs & Backflow Devices		
	• Sidewalks/Driveways/Misc. Concrete		
	• Private Facilities		
	• Traffic Signals		
	• Striping/Signage & Street Signage		
	• Street Lights		
	• Water Lines		
	• Roadways/Pavement		
	• Sanitary & Storm Sewer systems		
	• Street Trees/Landscaping		
	• Fire Hydrants		
	• Fences & Retaining Walls		
	• Mail Boxes		
	• Construction Safety		
	• Quality of Work		
	• Erosion SWPPP		