

# RETAINING WALL REQUIRED INSPECTIONS



**Inspection Requests: (804) 966-8572**

Office Hours: Monday thru Friday 8:00 a.m. – 4:30 p.m.

The plans approved by New Kent County must be available on the job site for all requested inspections as well as the building permit card, and site address must be posted within public view. Failure to do so will result in a failed inspection and possible re-inspection fee. Portable toilet facilities shall be provided on all construction sites.

To request an inspection you must provide:

1. Permit Number
2. Type of Inspection

All inspections must be requested prior to 4:00 p.m. to be scheduled for the next business day. While we will make every effort to perform the inspection on the scheduled date, please allow 2 business days for completion of each inspection requested. **Please note:** Due to the increasing workload of the inspectors, times of arrival will not be given, nor will requests for a.m. or p.m. inspections be honored, with the exception of footings (1 hr timeframe).

**YOU MUST PASS REQUIRED INSPECTION BEFORE THE NEXT INSPECTION CAN BE REQUESTED.**

## Required Inspections:

**Inspections must be requested in order. Failure to call in an inspection will result in a \$55 missed inspection fee.**

1. **Footing** – Footing inspection required after trenches have been excavated, forms and grade stakes have been erected, before concrete is placed. Note: 18” to the bottom of the footing, 8” min. concrete thickness. Wooden grade stakes are not permitted to be used in the bottom of footings.
2. **Final** – Required after all work on retaining wall has been completed and backfilled.

**For all inspections that fail twice or fail due to incomplete work, a \$55.00 re-inspection fee is required. Payment must be received prior to scheduling a final inspection.**