



# CITY OF DANA POINT

## COMMUNITY DEVELOPMENT, BUILDING AND SAFETY

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**B016 –FINAL**

**2022 CALIFORNIA CODES**  
CODE CYCLE

**01/02/2023**  
EFFECTIVE DATE

### RESIDENTIAL BUILDING FINAL CHECKLIST

#### REQUIRED CITY CERTIFICATIONS AND INSPECTIONS

**DATE**

- LINE AND GRADE CERTIFICATION *(PRIOR TO FOUNDATION SIGNOFF- MUST BE ON PLANNING'S FORM)* \_\_\_\_\_
- RIDGE HEIGHT CERTIFICATION *(PRIOR TO ROOF SHEATHING INSPECTION - MUST BE ON PLANNING'S FORM)* \_\_\_\_\_
- STREET REPAIR FINAL/RELEASE *(IF STREET IS CUT - PUBLIC WORKS – CALL 248-3575)* \_\_\_\_\_
- DIGITAL COPY OF FINAL APPROVED PLANS STAMP BY ALL PARTIES (INCLUDING CITY STAMP) (DISK OR THUMB DRIVE) \_\_\_\_\_
- ENGINEERING GRADING FINAL *(GRADING PERMIT - ENGINEERING-CALL 248-3575)* Grading Permit # \_\_\_\_\_
- PLANNING FINAL *(IF REQUIRED BY PLANNING - CALL 248-3564)* Planner's name \_\_\_\_\_
- LANDSCAPE CERTIFICATION *(Self-certification Water Quality form)* Permit Number \_\_\_\_\_
- OCFA FIRE SPRINKLER FINAL *(PERFORMED BY THE ORANGE COUNTY FIRE AUTHORITY)* Fire Permit # \_\_\_\_\_
- CODE ENFORCEMENT RELEASE *(APPLIES ONLY WHEN CODE ENFORCEMENT HOLD IS PLACED)* \_\_\_\_\_
- WATER DISTRICT RELEASE LETTER FROM SCWD IS REQUIRED – *(CONTACT LANA REMINGTON 499-4555)* \_\_\_\_\_

#### REQUIRED REPORTS

- STRUCTURAL OBSERVATION & FINAL REPORT *(BY THE ENGINEER OF RECORD)* \_\_\_\_\_
- SOILS MEMO *( BY THE SOILS ENGINEER OF RECORD)* \_\_\_\_\_
- SPECIAL INSPECTOR (DEPUTY) FINAL REPORT *(DEPUTY INSPECTORS MUST BE REGISTERED WITH THE CITY)* \_\_\_\_\_

#### REQUIRED PERMITS

- SPIRAL STAIR DRAWINGS / PERMIT Permit Number \_\_\_\_\_
- REVISIONS Permit Number \_\_\_\_\_
- SCOPE OF WORK CHANGES Permit Number \_\_\_\_\_
- DEFERRED MEPS PERMITTED *(REQUIRED PRIOR TO FRAMING INSPECTION)* Permit Number \_\_\_\_\_
- FIRE SPRINKLER PERMIT *(REQUIRED PRIOR TO FRAMING INSPECTION)* Permit Number \_\_\_\_\_
- ELEVATOR PERMIT Permit Number \_\_\_\_\_
- TEMP TO FINAL UTILITY PERMIT / RELEASE *(TSPB)* Permit Number \_\_\_\_\_
- TRUSS ENGINEERING DEFERRED SUBMITTAL Permit Number \_\_\_\_\_
- OPTIONS PERMITS Permit Number \_\_\_\_\_
- LANDSCAPE PERMITS *(IF REQUIRED BY PLANNING - PLANNING FINAL)* Permit Number \_\_\_\_\_
- POOL / SPA PERMITS *(SEPARATE PERMIT)* Permit Number \_\_\_\_\_
- RETAINING WALLS AND BLOCK FENCES PERMIT *(SEPARATE PERMIT)* Permit Number \_\_\_\_\_
- PATIO COVER / BAR B QUE / FIRE PIT *(SEPARATE PERMIT)* Permit Number \_\_\_\_\_