



**Prince George's County**  
 Department of Permitting, Inspections  
 and Enforcement  
**INSPECTIONS DIVISION**  
 9200 Basil Court, Suite 307  
 Largo, Maryland 20774  
 (301) 883-3820 ♦ FAX: (301) 883-3873



## FINAL INSPECTION REPORT

Site: \_\_\_\_\_ Inspector: \_\_\_\_\_ Date: \_\_\_\_\_  
 Permit #: \_\_\_\_\_ Expires: \_\_\_\_\_  Revision  Renewal  Required  
 SCD #: \_\_\_\_\_ Expires: \_\_\_\_\_  Revision  Renewal  Required  
 M-NCPPC Site Plan #: \_\_\_\_\_ Type:  SP  DSP  SDP  Revision  Renewal  Required

Notified Owner: \_\_\_\_\_ Contractor: \_\_\_\_\_ Other: \_\_\_\_\_  
**Inspection Type:**  Meeting  Routine  Final  Partial Final  Follow-up  
**Responsible Party On Site:**  Yes  No **Site Activity:**  Clearing  Grading  Site Work  SWM  Utilities  Bldg.  Road Const.

SITE WORK TYPE	APPROVED			CERTIFICATIONS	OBTAINED	
Grading/Positive Drainage	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A	Site Certification	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Permanent Stabilization	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A	Fill Certification	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Landscaping	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A	Landscape Certification	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Retaining Walls	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A	Retaining Wall Certification	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Stormwater Management	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A	Structure Certification	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Parking Lot(s)	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A	SWM Certification	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Lighting	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A	SWM As-Built Approval	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Recreational Areas	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A	Pipe Certification	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Handicap Requirements	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A	Core/Embankment Certification	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Street Signs	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A	Operation Manual	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Street Trees	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A	Property Corner Certification	<input type="checkbox"/> Yes	<input type="checkbox"/> No
TCP II Area(s)	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A	Proof of Payment	<input type="checkbox"/> Yes	<input type="checkbox"/> No
CBCA Protection Area(s)	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A	Pepco/Street Lights	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Other _____	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A	M-NCPPC Approval	<input type="checkbox"/> Yes	<input type="checkbox"/> No

**NOTE: All work completed requiring certification, must be submitted within 30 days of completion, including but not limited to:**  
 Fills  Pipe  Structure  Embankment/Core  Anti-Seep Collar  
 Landscaping  Site  ADA Requirements  Retaining Walls

- FINAL REJECTED:** *Items checked above must be complete prior to final inspection approval.*  
 Inspector has no objection to the DPIE Building Inspector issuing a Temporary Occupancy for Units:

**FINAL INSPECTION APPROVAL REGARDING SEDIMENT CONTROLS ONLY.** All areas have permanent stabilization. Final grades, landscaping, other site development building permit final and bond release are the responsibility of the DPIE Building Inspector regarding site development, final grades, landscaping, permanent stabilization, grading permit final and bond release.

**COMMENTS:** \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

All items in non-compliance must be repaired in accordance with all applicable codes, standards, specifications, and the approved plans by the compliance date shown. Failure to comply may result in any or all of the following actions being taken on this site:

**ENFORCEMENT ACTION TAKEN:**  Violation Notice  Stop Work Order  Civil Citation/Amount: \$ \_\_\_\_\_  
**Compliance Date:** \_\_\_\_\_ **Extended From:** \_\_\_\_\_

\_\_\_\_\_  
 Permittee Representative Signature

\_\_\_\_\_  
 Date

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## **FINAL ACCEPTANCE OF SITE AND BOND RELEASE.**

**NOTE: All Certifications, Reports, and As-Builts must be submitted within thirty (30) days of performance of work.**

The majority of delays associated with final acceptance of site and bond release can be avoided if the following issues are addressed **prior** to final inspection. This "Memorandum of Understanding for Final Acceptance of Site and Bond Release" is **NOT** to be taken as a comprehensive list of permit and plan requirements and does **NOT** waive any provision thereof. **Review the conditions of the permit and approved plans completely!**

**DRAINAGE.** All graded/disturbed areas must have positive drainage. Surface runoff must discharge acceptably, *i.e.*, across no more than one adjacent lot unless an approved surface drainage easement exists to accommodate its flow into a publicly maintained drainage system, street or continuously flowing natural watercourse. Springs, seeps, or groundwater having objectionable effects must be capped and conveyed into a piped outfall to a public drainage system or continuously flowing natural watercourse.

**FILLS.** All Class I & II fills or other structural fill soils placed on site shall be certified by a licensed Maryland Professional Engineer certifying acceptable placement and compaction including necessary supporting documentation. The certification shall include the permit number, address of the site, and P.E. seal with registration number.

**FINAL REPORT/SITE CERTIFICATION.** A certification must be submitted from a licensed Maryland Professional Engineer certifying, "all grading and site development has been completed in accordance with the plans and Subtitle 4, Division 3 of the Prince George's County ordinance." The certification shall include the permit number, address of the site, and P.E. seal with registration number. The Final Report shall include any and all approved waivers.

**GRADING.** All grades and final elevations must be in accordance with the approved Grading/Site Development Plans and Subtitle 4, Division 3, Grading Ordinance. Any modifications must be authorized by waiver or approved revisions to the plan.

**LANDSCAPING/WOODLAND CONSERVATION.** All requisite landscaping, reforestation, afforestation, and wetland plantings shall be completed in accordance with the approved Landscaping and/or TCP II plans, including location(s), size, type and quantity. Any substitutions shall be approved in writing by M–NCPPC. All landscaping shall be properly labeled for inspection. A Landscaping Certification shall be submitted by a licensed Maryland Professional Engineer.

**STREETS, LIGHTING & PARKING LOT/MAC/ADA ACCESSIBILITY REQUIREMENTS.** Are all lighting and surface pavings completed? Does the parking space layout and number of parking spaces agree with the approved plan? Are parking spaces properly sized (standard = 9.5' x 19'; compact = 8' x 16.5'; handicapped = 13' x 19' or 5' access lane with 8' parking space)? Are the handicapped signs properly installed? Are the handicapped curb cuts/ramps installed for free access? Are all other MAC/ADA accessibility requirements met?

**RECREATIONAL AREAS.** Have all recreational areas, *i.e.*, open play areas, tot-lots, hiker/biker trails been properly installed? Has the M–NCPPC given final inspection approval and acceptance of the recreational requirements? If yes, provide copies of written final inspection approval of all recreational areas to the inspector. If no, obtain M–NCPPC written final inspection approval.

**REQUIRED REVISIONS TO PERMIT/PLANS.** All plans and permits must reflect current and approved information. Any deviations from the plans must be approved through a waiver or appropriate plan revision. This applies to all plans and permits associated with the project, to include permit revisions/upgrades to incorporate the Site Development Plan, the Stormwater Management Plan, the Landscaping Plan, and others.

**SEDIMENT CONTROLS.** All storm drain systems and outfalls (riprap, grassed waterways, etc.) must be free of sediment. All areas must be permanently stabilized to prevent erosion. All erosion and sediment controls must be removed. **NOTE: Obtain written authorization from the Inspector BEFORE removing any sediment controls.**

**SITE DEVELOPMENT.** Site Development shall be completed in accordance with the approved plans prior to granting occupancy of any building or structure on site. Adequate and acceptable completion of recreational facilities, landscaping, parking, lighting, retaining walls, and other site work may occur with the progress of the development of any project as determined by the Director. Ensure any changes or deviations to the permit plans are approved and reflected on revised plans and permits.

**STABILIZATION.** All areas MUST have acceptable PERMANENT STABILIZATION well established prior to final acceptance. Poor soil areas may require a minimum of 40% of acceptable topsoil. **NOTE: Excessive weeds throughout the grass cover is NOT acceptable.**

**STORMWATER MANAGEMENT.** Refer to the approved plans and *Prince George's County Stormwater Management Design Manual* for Final Acceptance requirements on SWM facilities. Typical certifications and reports may include: \_\_\_\_\_

**NOTE: All Certifications, Reports, and As-Builts must be submitted within thirty (30) days of performance of work.**

**TRASH/DEBRIS.** All objectionable and/or waste materials (excess spoil material, dead trees, tree limbs, stumps, building trash/materials) must be removed from the site to an authorized disposal facility.

**TREE SAVE AREAS/LIMITS OF DISTURBANCE.** All tree save areas and limits of disturbance must be adhered to per the approved plan. Any deviations from the approved limits of disturbance must be reflected via approved plan revisions.

**VIOLATIONS/COMPLAINTS.** Any outstanding violations/complaints must be closed prior to final inspection approval and subsequent bond release.