



The following is a standard punch list form utilized by the Planning & Development Department Civil Inspections group to provide uniform inspections throughout the city of Phoenix. Although this punch list is considered a comprehensive punch list based on the final walk through, additional items may be added that were missed during the walkthrough or that occurred after the final walk through and prior to final acceptance.

GENERAL INFORMATION

The first set of items shown below **MUST** be completed prior to the start of a final walkthrough. If all items below are not complete, the walkthrough will be rescheduled, and an additional re-inspection fee will be assessed.

1. 100% of total trees and irrigation system completely installed and operational (this meets the 50% landscaping requirement)
2. Street light poles installed
3. All as-built plans, testing certificates, and lab reports submitted for review
 - a. G&D As-built Plans
 - b. Paving / Concrete As-built Plans
 - c. Sewer Hydrovac Certificate
 - d. Manhole Certificate (vacuum test, spark test, insecticide)
 - e. Compaction Reports
 - f. Drywell Boring Logs
 - g. Homebuilder letters regarding damaged concrete
 - h. NPDES N.O.T. (if applicable)
4. All construction permits must be current. (Permits must also be current to obtain final acceptance)
5. All streets and sidewalks must be clear from debris and all construction equipment
6. Final approved site plan must be available
7. All active site amenities for the phase that is being finalized must be 100%. Active areas include amenities such as but not limited to; ramadas, swimming pools, tot lots, game courts, barbeques, and formalized seating

Notes:

1. A final may be walked if street lights are not energized and/or street signs/stripping are not complete at the discretion of the area supervisor. However, water meters for models and production homes will not be screened until these items are completed.
2. The developer should provide a site map (8 1/2 X 11 or 11X17) to the inspector at the

beginning of the walkthrough to utilize in mapping punch list items.

Project Punch List:

Concrete

<input type="checkbox"/>	1.	
<input type="checkbox"/>	2.	
<input type="checkbox"/>	3.	
<input type="checkbox"/>	4.	
<input type="checkbox"/>	5.	
<input type="checkbox"/>	6.	
<input type="checkbox"/>	7.	
<input type="checkbox"/>	8.	
<input type="checkbox"/>	9.	
<input type="checkbox"/>	10.	
<input type="checkbox"/>	11.	
<input type="checkbox"/>	12.	
<input type="checkbox"/>	13.	
<input type="checkbox"/>	14.	
<input type="checkbox"/>	15.	
<input type="checkbox"/>	16.	
<input type="checkbox"/>	17.	
<input type="checkbox"/>	18.	
<input type="checkbox"/>	19.	
<input type="checkbox"/>	20.	
<input type="checkbox"/>	21.	
<input type="checkbox"/>	22.	
<input type="checkbox"/>	23.	
<input type="checkbox"/>	24.	
<input type="checkbox"/>	25.	
<input type="checkbox"/>	26.	
<input type="checkbox"/>	27.	
<input type="checkbox"/>	28.	
<input type="checkbox"/>	29.	
<input type="checkbox"/>	30.	
<input type="checkbox"/>	31.	
<input type="checkbox"/>	32.	
<input type="checkbox"/>	33.	
<input type="checkbox"/>	34.	
<input type="checkbox"/>	35.	
<input type="checkbox"/>	36.	
<input type="checkbox"/>	37.	
<input type="checkbox"/>	38.	
<input type="checkbox"/>	39.	
<input type="checkbox"/>	40.	

Paving

- ☐ A. _____
- ☐ B. _____
- ☐ C. _____
- ☐ D. _____
- ☐ E. _____
- ☐ F. _____
- ☐ G. _____
- ☐ H. _____
- ☐ I. _____
- ☐ J. _____
- ☐ K. _____
- ☐ L. _____
- ☐ M. _____
- ☐ N. _____
- ☐ O. _____
- ☐ P. _____
- ☐ Q. _____
- ☐ R. _____
- ☐ S. _____
- ☐ T. _____
- ☐ U. _____
- ☐ V. _____
- ☐ W. _____
- ☐ X. _____
- ☐ Y. _____
- ☐ Z. _____

General/Site

- ☐ 1. _____
- ☐ 2. _____
- ☐ 3. _____
- ☐ 4. _____
- ☐ 5. _____
- ☐ 6. _____
- ☐ 7. _____
- ☐ 8. _____
- ☐ 9. _____
- ☐ 10. _____
- ☐ 11. _____
- ☐ 12. _____

Water/Sewer

- ☐ A. _____
- ☐ B. _____
- ☐ C. _____
- ☐ D. _____
- ☐ E. _____
- ☐ F. _____
- ☐ G. _____
- ☐ H. _____
- ☐ I. _____
- ☐ J. _____

Site

- ☐ I. _____
- ☐ II. _____
- ☐ III. _____
- ☐ IV. _____
- ☐ V. _____

Project Name/Number: _____

Phase: _____ **Date:** _____ **Inspector:** _____

☐ Project Final Inspection

Inspector Signature

Date

☐ Project One-Year Warranty Inspection

Inspector Signature

Date