

**Public Works – Land Development
Private Development Construction Inspection (PDCI)**

Thresholds for determining “Line and Grade” Punchlist Items

When a PDCI inspector is preparing a punchlist for an approved development project, the inspector must decide at what stage a deficient item must be completed or repaired in relation to the record plan approval. The threshold is based upon whether resolution of the item could effect a change to the record plan.

These thresholds are intended to be used by the inspector as a guide to help make such decisions. Initial “line and grade” items will be determined by the DPW inspector. If the permittee objects to the decision made, it may be elevated to the Senior Civil Engineer or the LUEG Program Manager. If further disagreements exist, they may be elevated to higher management staff.

The following list may not cover every situation and the DPW Inspector is expected to use good reasoning when making a determination for items not listed:

The following are NOT considered “LINE AND GRADE” items:

1. Cleaning of debris from storm drainage systems, curbs, gutters, pavement or other constructed facilities.
2. Submittal of certifications, test results, or other documents unrelated to work still requiring construction and excluding PDS Landscape Architect approval of Landscaping Plans.
3. Replacement or repair of cracked or damaged asphalt or concrete improvements built to line and grade shown on approved plans.