

## **Requesting Landscape Inspection of Development Projects**

Construction must be 100% complete before requesting inspection for Building Permit (occupancy) or Tract Acceptance. All post construction forms must be completed and submitted to the City with the inspection request.

### **Forms required:**

- **Form B, Part 1:** Certificate of Completion (WELO)
- **Form B, Part 2:** Certificate of Installation (WELO), with following attachments:
- **Form B, Part 3:** Irrigation Scheduling
- **Form B, Part 4:** Schedule of Landscape and Irrigation Maintenance
- **Form B, Part 5:** Landscape Irrigation Audit Report (conducted by a Certified landscape Irrigation Auditor)
- **Form B, Part 6:** Soil Management Report (Include verification of implementation of recommendations from soil analysis report)

### **For Tract Acceptance:**

\*Note: Only 15% of production homes require irrigation audit.

Engineering Construction Inspection  
Public Works Department  
39550 Liberty Street  
Fremont, CA 93537-5006  
Ph: (510) 494-4700  
Fax: (510) 494-4646

### **For Certificate of Occupancy:**

Development Services Technician  
Community Development Department  
39550 Liberty Street  
Fremont, CA 93537-5005  
Ph: (510) 494-4480  
Fax: (510) 494-4820

Special note for Temporary Occupancy Requests: Temporary Occupancies are handled on a case-by-case basis. At a minimum, landscape must be substantially complete with only minor items remaining. In cases where Temporary Occupancies are considered by the City, the Certificate of Completion (Form B, Part 1) and the Certificate of Installation (Form B, Part 2) may be temporarily substituted for a detailed punch-list prepared by the Project Landscape Architect. The punch list shall document all minor items remaining that must be completed before Final Occupancy. Certificate of Completion (Form B, Part 1) and the Certificate of Installation (Form B, Part 2) and follow-up City inspection is still required before Final Occupancy.

### **Miscellaneous Landscape Inspection Requests:**

City Landscape Architect  
Community Services Department  
39550 Liberty Street  
Fremont, CA 94537-5006  
Ph: (510) 494-4700  
Fax: (510) 494-4721