



## **Compaction Report – Commercial & Residential Permit Guidelines**

- One (1) sealed copy of Compaction Report.
- Verify address and permit number match.
- China mark the seal.
- Date stamp and initial Compaction Report.

### **Processing:**

- Add note next to Compaction Inspection (i.e. Received for review (at counter/via drop box))

**NOTE:** There is a common note available under standard comments area of the inspection.

### **Route to:**

Place in Chief Inspector/Plans Examiners folder for review. (72 hours turn-around time if submitted before 2pm)