



**COUNTY OF PRINCE WILLIAM  
DEPARTMENT OF PUBLIC WORKS**

Environmental Services Division, Watershed Management Branch  
5 County Complex Court, Suite 170, Prince William, Virginia 22192  
Main (703) 792-7070 Facsimile (703) 792-6297

**OCCUPANCY SITE INSPECTION REQUEST**

*Staff Use Only*

ILP # \_\_\_\_\_

Amount received (@ **\$141.75/per bldg.**): \_\_\_\_\_

Received By: \_\_\_\_\_

RCPT: \_\_\_\_\_

Received/Emailed Date: \_\_\_\_\_

Site Inspection Area \_\_\_\_\_

LND NUMBER: \_\_\_\_\_

OCCUPANCY SECTION / PHASE\*\* \_\_\_\_\_

*\*\*One per building*

PROJECT NAME\*: \_\_\_\_\_

*\*Note: Use formal project name as shown on County-approved plan.*

Site or Subdivision Plan Number: \_\_\_\_\_

Site Address (es): \_\_\_\_\_

Building Permit Number(s): \_\_\_\_\_

Lot or Building Number(s): \_\_\_\_\_

**ONE OF THE FOLLOWING BOXES MUST BE CHECKED TO SCHEDULE A SITE INSPECTION:**

Site Occupancy Inspection Request (**Impervious Area Certification Required On Site**)

OR

A phased site plan has been approved for this project

COMPANY NAME: \_\_\_\_\_

CONTACT PERSON: \_\_\_\_\_

EMAIL: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

TELEPHONE NUMBER: \_\_\_\_\_

It is understood that the requested site inspection will be conducted within five (5) working days, weather permitting. It is further understood that a Certificate of Use and Occupancy will be issued only when either all outstanding items have been completed or the developer has provided assurance (cash escrow or irrevocable letter of credit) in an amount sufficient to complete the unfinished work as described on the site inspection report punch list items.

SIGNATURE: \_\_\_\_\_