



## Construction Observation Request Form

The Contractor is to submit to the DRC the Construction Observation Request Form seven (7) working days prior to the requested meeting date.

Within three (7) working days of the observation, the DRC issues either an approval or a Notice to Comply. In the event a Notice to Comply is issued, the Contractor is to rectify the discrepancies found and schedule an additional observation.

\_\_\_\_\_  
Homesite #

\_\_\_\_\_  
Date

\_\_\_\_\_  
**Owners**

\_\_\_\_\_  
**Contractor**

\_\_\_\_\_  
Contractor's Contact Phone

Please check which observation you would like to have scheduled at this time:

☐ **Site Observation**

This observation is to occur prior to the start of any Construction Activity.

☐ **Foundation**

This observation occurs after the foundation and/or sub floor is substantially complete. Written certification letter from the surveyor or engineer must be submitted to DRC prior to the Foundation Observation request.

☐ **Framing Observation & Onsite Mock ups**

These observations are to occur when framing is substantially complete. Refer to mockup requirements C.G. 6.2.5

☐ **Final Landscape Observation**

This observation is to be done subsequent to the installation of all landscaping and any lighting have been installed.

☐ **Final Construction and Landscape Observation**

This Observation is to be done after all construction and improvements have been completed on the home and all landscaping and lighting has been installed.

For DRC Administrator use:

Date Request Received: \_\_\_\_\_

Observation Date: \_\_\_\_\_

Observation Report Completed by: \_\_\_\_\_

**APPROVED / NOT APPROVED**      Notice to Comply Sent: \_\_\_\_\_

Approved by: \_\_\_\_\_

Suncadia Design Review | P.O. Box 944 | Roslyn, WA 98941

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