

# Pre-Final Checklist



## Planning and Public Works

6000 Main St SW  
Lakewood, WA 98499  
(253) 512-2261

**Visit our office:**  
Tues. – Thurs. 9am – 12pm

**Contact us:**  
Permit Center  
[permits@cityoflakewood.us](mailto:permits@cityoflakewood.us)

Rental Housing Safety  
Program  
[rentals@cityoflakewood.us](mailto:rentals@cityoflakewood.us)

Business Licensing  
[businesslicensing@cityoflakewood.us](mailto:businesslicensing@cityoflakewood.us)

Engineering  
[publicworksen지니어ing@cityoflakewood.us](mailto:publicworksen지니어ing@cityoflakewood.us)

Planning  
[planning@cityoflakewood.us](mailto:planning@cityoflakewood.us)

Revised:  
April 17, 2025

### Code References:

- International Building Code 107.4
- International Residential Code 106.4

### 30 Days Out

1. Call for planning and public works finals
2. West Pierce Fire & rescue (WPFR) final approval
3. Lakewood Water final
4. Electrical final
5. Special Inspector Certificates of Compliance per IBC 1704.5.
6. Residential buildings WSEC Compliance Certificate per WSEC R401.3 for new construction of the following:
  - Detached one- and two-family dwellings
  - Accessory structures to residential buildings
  - Multiple single-family dwellings (townhouses)
  - Group R-2 occupancy areas in building three stories or less in height above grade plane whose dwelling units are accessed directly from the exterior
7. Commercial WSEC Commissioning Compliance Checklist per WSEC C408.1 for new construction of the following:
  - Commercial buildings
  - Group R-2 buildings with dwelling units accessed from interior corridors or other interior spaces
8. Pierce County Sewer final inspection approval submitted
9. Multi-family residential building enclosure inspection certifications per RCW 64.55.060. Exception: A copy of the recorded sales prohibition covenant in accordance with RCW 64.55.010 item 6(vii).
10. Field inspector will review the required certifications items 5, 6, or 7 during final inspection. A copy of the completed certifications shall be uploaded to the permit dashboard.

### 2 Business Days Out

1. Schedule building final inspection via city online permit dashboard.
2. Schedule final inspections with outside agencies (see table for more information). To process your building final inspections and prior to the approval to occupy the building, the following agencies must be notified and their approvals granted for their portion of the work.

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Agency	Contact information
<b>Lakewood Water District</b>	Final water hookups and cross connection control Phone: (253) 588-4423
<b>Labor &amp; Industries</b>	Electrical Finals. Phone: (253) 596-3808 Boilers and air compressors Phone: (360) 902-5273 Elevators Phone: (253) 596-3865
<b>Tacoma Public Utilities</b>	Electrical Finals Phone: (253) 502-8333
<b>Tacoma — Pierce County Health Department</b>	Food Preparation, on-septic and wells Phone: (253) 798-6470
<b>Pierce County Sewer Utility</b>	Side Sewers, Grease Traps, Grease/water Separators Phone: (253) 798-4050
<b>West Pierce Fire &amp; Rescue</b>	Automatic Fire sprinkler system, Fire Alarms, Smoke control system, other related fire permits Phone: (253) 983-4583
<b>City of Lakewood Planning &amp; Public Works</b>	For City Building, Engineering and Planning inspection requests: Requests through online Permit Dashboard Phone: 253-512-2261