




Local Roots, Global Reach

ISLE OF WIGHT
COUNTY, VIRGINIA
DEPARTMENT OF INSPECTIONS

M E M O R A N D U M

Date: January 14, 2019
To: Department Staff, Owners, Contractors & Agents
From: Arthur E. Berkley, CBO
Director of Inspections 
Subject: Request for Certificate of Occupancy

This memo is to serve as a reminder of the original November 4, 2008 memo. Please be advised, an “as-built” site plan shall be required at the jobsite for the final inspection and shall contain the following minimum information:

- A) Finish floor elevation
- B) Delineation of all “Resource Protection Area” (RPA) and “Resource Management Areas” (RMAs)
- C) Finish grade elevation at building corners and at a point ten feet from the corner each way.
- D) Front, Rear and side yard setback dimensions
- E) Certification that the finish grade meets requirements of the approved subdivision plat and Chapter 4, Section R401.3 of the Virginia Residential Code, 2015 Edition.

As always, if you have any questions or concerns in this matter, please do not hesitate to contact our office at 757-365-6315