

# ATTENTION CONTRACTORS:

As of November 23, 2009 all single family homes must have the following letters and certifications submitted to SAFEbuilt **prior to calling for underground plumbing inspection and prior to beginning any framing.** Underground plumbing inspections cannot be scheduled without these letters and certification on record. All engineer letters and **signed** setback certifications must be submitted to SAFEbuilt at [windsor@safebuilt.com](mailto:windsor@safebuilt.com) **by noon the previous day**, if you will be calling inspections for the next day.

- **Footing engineer letter** (if inspection was not called in and passed by SAFEbuilt inspectors prior to concrete pour)
- **Foundation reinforcing engineer letter** (if inspection was not called in and passed by SAFEbuilt inspectors prior to concrete pour)
- **Perimeter drain must be completed by engineer and provide engineer letter**
- **U-fer Ground engineer letter** (if inspection was not called in and passed by SAFEbuilt inspectors prior to concrete pour)
- **Town of Windsor setback certification form** (completed, signed and stamped by surveyor & signed by contractor or builder)

Submit engineer letters and setback certifications to SAFEbuilt by the following means:

FAX: (970) 686-9248

E-MAIL: [windsor@safebuilt.com](mailto:windsor@safebuilt.com)

In person: 561 E. Garden Drive, Unit C, Windsor, CO 80550

Thank you for your cooperation and attention to this procedure. If you have any questions, please do not hesitate to contact Robin Volner (970)674-2436 at the Town of Windsor.

