

Attachment 4
(Required Format)

**SPECIAL INSPECTION/STRUCTURAL OBSERVATION
TRANSMITTAL LETTER**

From: _____ **(628) 652-**_____
DBI Engineer or Plan Checker **Phone**

To: _____
DBI District Building Inspector

Address of Project:

Application Number:

- The attached special inspection/structural observation report(s) show(s) discrepancies:**
 - Contact plan checker for discussion on proposed action**
 - Issue correction notice to resolve discrepancy(s)**
 - Stop work in the area(s) of discrepancy(s)**
 - Stop all work. Conference with Chief Building inspector and Plan Check Manager required**
 - Other** _____
- All final reports were received and are acceptable. Final building inspection may be scheduled.**