

Congratulations on Receiving Your Title-25 Limited Density Building Permit!

Your pre-reviewed, stamped plans have been uploaded to our **eTrakit** portal. If you haven't already, you will need to create a user account before using the system and link your permit number to your account. You can register with eTrakit using the following link <https://edc-trk.aspgov.com/etrakit/RegistrationConfirmation.aspx>

Important: A full-sized (24"x 36") printed set of the stamped plans must be available on-site for all inspections.

Next Steps: Required Inspections

Now that your permit has been issued, we're here to help guide you through the required inspection process. Under the Title 25 program, there are **four key inspection milestones** that must be completed:

1. **Foundation**
2. **Slab or Girder/Floor Framing**
3. **Rough Frame**
4. **Final Inspection**

You can schedule these inspections through our **eTrakit** portal.

Preparing for Your Foundation Inspection

Before requesting your foundation inspection, the Building Inspector must be able to verify the structure's location. Please confirm your property corners using one of the following methods:

- Placement of **intervisible property corners** by a licensed professional
 - Placement of **intervisible property line stakes** by a licensed professional
 - Submission of a **stamped certificate** from a licensed professional verifying setback distances and foundation compliance
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Partial Occupancy Before Completion

Occupancy of a portion of a Title 25 limited-density owner-built dwelling **prior to final completion** may be allowed under the following conditions:

- An approved **water supply** and **sanitary facilities** must be functional on-site.
 - The work completed **must not create any condition that endangers life, health, or safety** of the public or occupants.
 - The **occupants assume full responsibility** for living in any uncompleted portion of the structure.
 - A **written request** for partial occupancy must be submitted and approved by the Building Official.
 - The Building Official may require **inspection of the occupied portions** prior to granting approval.
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If you have any questions along the way, please don't hesitate to reach out. **We're here to support you throughout your project.**