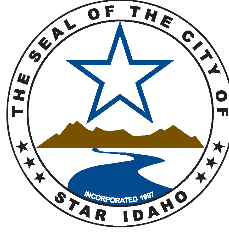


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Mayor Trevor A. Chadwick  
City Council  
David Hershey  
Kevan Wheelock  
Jennifer Salmonsens  
Kevin Nielsen

April 22, 2024

To: Developers, Builders and Contractors

RE: City of Star Building Department foundation inspection times

This letter is to inform you of an update to our inspection scheduling protocol, specifically regarding foundation inspections for projects that require concrete trucks and/or pumps.

Effective immediately, foundation inspections will only be performed within the time frame of 10:00 AM to 4:00 PM. This adjustment aims to streamline our inspection process and ensure efficient utilization of resources.

Furthermore, it is imperative that when requesting an inspection through the city permit portal, you specify the desired time for the inspection within the aforementioned time frame. Please select a time for inspection a minimum of 1-hour before concrete pour time. Failure to provide a specific time may result in scheduling delays or rescheduling of the inspection.

Thank you for your time and cooperation with this change. If you have any questions or concerns, please contact the Building Department.

Sincerely,

Kevin Pitt  
Building Official  
City of Star