

**24-HOUR INSPECTION REQUEST SYSTEM (916) 851-8766**

**INSTRUCTIONS:**

The Building & Safety Division's Automated Inspection Request System allows the caller, using a touch-tone phone, to schedule an inspection for the next three working days or up to 6 a.m. for the same workday. It also allows the caller to cancel an inspection and to get inspection results. The system is available to callers 24 hours a day and seven days a week.

Recognized City holidays are: New Year's Day, Martin Luther King Jr. Day, Presidents Day, Memorial Day, Independence Day, Labor Day, Veteran's Day, Thanksgiving Day, the Day after Thanksgiving, Christmas Eve, and Christmas Day.

Call (916) 851-8766 to use the Automated Inspection Request System. You will be asked to:

- Enter your alphanumeric permit number, followed by the # key.
- The system will repeat the permit number and the address on file. If correct press the # key.
- To schedule an inspection, press 1.
- To cancel an inspection, press 2.
- To get inspection results press 3.
- To select a new permit, press 7.
- To repeat this menu, press 8.
- To transfer to an operator, press 0

**USING THE SYSTEM:**

You may enter your information as soon as the system begins to request it. While this makes the process much shorter, it is suggested that you listen to the entire dialogue until you are familiar with the system.

If you enter your information incorrectly for three tries, during regular working hours, the system will automatically send your call to an operator.

- Pressing \* will return you to the previous prompt. Pressing the # key will repeat the prompt.
- Pressing 0 will send your call to an operator.

Since re-inspection fees will be charged for incomplete work, it is strongly recommended that you do not give your permit numbers to anyone who is not authorized to call in your inspection.

## INSPECTION REQUEST CODES

001	COMBINATION FOOTING/SETBACK/WTR/SWR
002	COMBINATION GIRDER
003	COMBINATION SEWER/WATER
004	COMBINATION FRAME
005	COMBINATION GAS TAG & FIREWALL
006	COMBINATION MISCELLANEOUS
007	COMBINATION HVAC
008	COMBINATION REFRAME/INSULATION
009	COMBINATION T-BAR
010	COMBINATION SHEAR
011	COMBINATION PV SOLAR
102	GRAVEL
105	STRUCT MASONRY
106	TILT UP PANEL
107	PANEL CLOSURE
108	ROOF NAIL
110	MISCELLANEOUS STRUCTURAL
111	SHEET ROCK SHEAR
113	STUCCO SCRATCH
115	INSULATION
120	DISABLED ACCESS/SIDEWALKS/RAMP
121	LATH
122	ROOF PRE-DECK
128	REROOF IN PROGRESS
129	ROOF FRAME
199	FINAL STRUCTURAL
220	UFER GROUND
221	UNDER SLAB CONDUIT
222	UNDER GROUND SERVICE
223	ROUGH ELECTRIC
226	METER CONNECTION
227	SERVICE CHANGE
229	CONION POWER
232	LIGHT STANDARD FOOTING
233	UNDERGROUND CONDUIT
290	MISCELLANEOUS ELECTRICAL
299	FINAL ELECTRICAL

340	GROUND PLUMBING
341	SEWER
342	WATER SERVICE
343	DRAIN, WASTE AND VENTS
344	TOP OUT PLUMBING (INCL. DWV)
345	HOT MOP TUB OR SHOWER
347	GAS PIPING
348	RAINWATER OVERFLOW PIPING
349	BACKFLOW PROTECTION
350	WATER HEATER
352	GAS PRESSURE TEST
356	UNDER FLOOR PLUMBING
360	MISCELLANEOUS PLUMBING
399	FINAL PLUMBING
460	DUCT AND FLUE
462	FIRE DAMPER
463	COMMERCIAL HOOD
472	MISCELLANEOUS MECHANICAL
499	FINAL MECHANICAL
580	PRE-GUNITE
581	PRE-DECK
582	PRE-PLASTER
590	DISABLED ACCESS REQUIREMENT
580	PRE-GUNITE
690	COM. COACH SETUP/SUPPORT
691	RES. MOBILE HOME SETUP/SUPPORT
701	EROSION AND SEDIMENT CONTROL
709	EMD-HEALTH DEPARTMENT FINAL
899	PLANNING DEPT. FINAL
909	SMFD FIRE FINAL
TCO001	TEMP COO INSPECTION - COM ONLY
099	COMBINATION FINAL