



Schedule inspections online, by email or by fax; inspections are not taken over the phone.
PLEASE BE READY BETWEEN THE HOURS OF 8:30am-3:30pm
REQUESTS DUE BY 3pm TO SCHEDULE FOR THE NEXT WORKING DAY.
WE CANNOT HONOR TIME REQUESTS OTHER THAN INSPECTIONS NOTED WITH *

Business Name/Homeowner _____ Permit # BP- _____
Address of Work _____ Unit/Ste/Lot _____
Contractor or Contact Person _____ Inspection Date _____
Email _____ Phone _____

RESIDENTIAL/COMMERCIAL/MULTI-FAMILY
NEW CONSTRUCTION OR ALTERATIONS

Rough Inspections

- Framing, structural (Cannot be scheduled until electrical, plumbing, mechanical work complete)
- Electrical Plumbing Site lighting/poles Mechanical Fire District

Underground Inspections

- Electrical Plumbing Mechanical New Electrical Service

Insulation

- Exterior wall thermal Slab, below grade wall, crawl space Piping etc.
- Sound Insulation (interior) Foundation

Screw pattern rated partitions:

- Base layer Second layer or more (if required)

Above Ceiling Inspections

- Building – penetrations Electrical Plumbing Mechanical

Pre- final Stocking and training

- Building, Electrical, Plumbing, Mechanical Health (making or serving food)
- Accessibility Hood Smoke Test Hood Light test

Final – Certificate of Occupancy / Certificate of Completion inspections

- Building, Electrical, Plumbing, Mechanical, Fire Health (making or serving food)
- Accessibility Energy Exterior Facade Landscaping Engineering – site