

## Schedule an Inspection

- 11 FOOTING DESIGN & SETBACK
- 13 STEMWALL
- 14 UNDER SLAB/ROUGH PLUMBING
- 15 PRE-FLOOR
- 16 POST TENSION SLAB
- 17 UNDER SLAB ELECTRIC
- 20 FRAMING (*INCLUDING ROUGH PLUMBING, MECHANICAL, ELECTRICAL*)
- 22 UNDER SLAB MECHANICAL
- 25 ROOF NAIL
- 26 STRAP & SHEAR
- 31 GROUT (EVERY 4' MAX)
- 32 BOND BEAM
- 41 DRYWALL FASTENERS
- 42 LATH (STUCCO)
- 44 INSULATION (EXTERIOR WALLS)
- 51 ELECTRICAL SERVICE
- 52 GAS SERVICE LINE
- 53 SEWER LINE
- 54 CONSTRUCTION POWER
- 55 WATER LINE
- 88 ATTIC INSULATION
- 90 FINAL (*IF INSPECTION REQUIRES GAS SERVICE TO BE TURNED ON, A CODE 52 MUST ALSO BE SCHEDULED*)
- 93 DEMOLITION

## Solar Inspections

- 63 FOUNDATION
- 64 ABOVE AND UNDERGROUND ELECTRIC
- 65 SOLAR WATER HEATER

# Pinal County Building Safety



**P I N A L • C O U N T Y**  
*wide open opportunity*

## Inspection Request Directions and User's Guide

### RESIDENTIAL

**(520) 866-6299**

**(800) 208-6897 ext 6299**

**Pinal County Building Safety**  
31 N. Pinal Street, Bldg. F  
P.O. Box 1610  
Florence, AZ 85132  
Phone: (520) 866-6405  
Fax: (520) 866-6517

[buildingsafety@pinalcountyaz.gov](mailto:buildingsafety@pinalcountyaz.gov)

March 2010

In an ongoing commitment to improve customer service, Pinal County Building Safety has installed an Interactive Voice Response System. You can now schedule inspections, or check results, 24 hours a day, 7 days a week!

**Before calling you will need:**

- A touch-tone telephone
- A site-specific Permit Number
- An Inspection Code. *Choose from the codes listed on the back of this brochure.*

**Inspection Line**

**(520) 866-6299**

**(800) 208-6897 ext 6299**

- Schedule Inspections
- Reschedule or Cancel Inspections
- Retrieve Inspection Results
- Certificate of Occupancy

**Choose from the following options:**

Press (1)	<b>Schedule an Inspection</b>
Press (2)	<b>Reschedule or Cancel an Inspection</b>
Press (3)	<b>Retrieve Inspection Results</b>
Press (5)	<b>Request copy of Cert. of Occupancy</b>
Press (0)	<b>Speak to a Representative</b>
Press (#)	<b>End Call</b>

## Schedule an Inspection

- Call (520) 866-6299 **Press 1**
- **Press 1 for Building Permit**
- When prompted, enter the **Permit Number**.
- Enter the **2 digit Inspection Code** (*using a code from the list on the back of this brochure*).
- Select the Inspection Date. *The cut-off time is 6:00 am for an inspection the same business day.*

**After you have scheduled the inspection, you will be able to:**

- **Leave a message** for the inspector
- **Request another inspection**, for the same permit
- **Request another inspection**, for a different permit
- **Get a Confirmation Number and end call.**

## Reschedule or Cancel an Inspection

- Call (520) 866-6299 **Press 2**
- **Press 1 for Building Permit**
- When prompted, enter the **Permit Number**.
- Enter the **2 digit Inspection Code** (*using a code from the list on the back of this brochure*).

**After you have cancelled the inspection, you will be able to:**

- **Cancel another inspection**, same permit or different permit
- **Retrieve Inspector Message**
- **Get a Confirmation Number and end call.**
- **Return to Main Menu**

## Retrieve Inspection Results

- Call (520) 866-6299 **Press 3**
- **Press 1 for Building Permit**
- When prompted, enter the **Permit Number**.
- Enter the **2 digit Inspection Code**
- (*Using a code from the list on the back of this brochure*).

**After you have listened to the inspection results, you will be able to:**

- **Listen to more results**, same permit or different permit
- **Retrieve Inspector Message**
- **Get a Confirmation Number and end call.**
- **Return to Main Menu**



## Certificate of Occupancy

- Call (520) 866-6299 **Press 5**
- **Press 1 for Building Permit**
- **Press 1** if your permit starts with PER
- **Press 2** if the third digit is E, S, W, N
- You will then be prompted to enter the numeric portion of your permit number
- **Press 5** for a faxed copy
- You will be prompted to enter the fax number with area code
- The system will confirm the number entered. **Press 1** if correct or **Press 2** to re-enter.
- **Press 1** if in the local calling area of Florence otherwise **Press 2**

**Fax will be sent within 10 minutes**