Single Family Residence

Additions/Alterations

Walls/Fences

Demolition

Solar

Pool/Spa

Before calling you will need:
• A touch-tone telephone
• A site-specific Permit Number
• An Inspection Code(s)

Pinal County Building Safety
31 N. Pinal Street, Bldg. F
P.O. Box 2973
Florence, AZ 85132
Phone: (520) 866-6442
Fax: (520) 866-6517
buildingsafety@pinal.gov
www.pinalcountyaz.gov

Pinal County Community Development

Building Safety Division

Inspection Request
Directions and User’s Guide

Single Family Residence

Inspection Line
(520) 866-6299 or (800) 208-6897 ext. 6299
Choose from the following:
Press (1) Schedule an Inspection
Press (2) Reschedule or Cancel an Inspection
Press (3) Retrieve Inspection Results
Press (4) Receive Plan Review Information
Press (5) Request copy of Cert. of Occupancy
Or Certificate of Installation
Press (0) Speak to a Representative
Press (#) End Call

Schedule an Inspection (1)

Press 1 for Building Permit
*If your permit starts with PER, press 1
(Enter 7 digit numeric portion of permit)

*If your permit has an E, S, W, or N as the
third character, press 2
(Enter 6 digit numeric portion of permit)

OR

Press 2 for Mobile Home, Modular or Park Model
(Enter 5 digit numeric portion of permit)

NEXT

Enter the 2 digit Inspection Code or you may hear
a list of inspection codes by pressing (*)

Select the Inspection Date. You can schedule your
inspection up to 3 days ahead, please keep in mind
the cut off time to schedule an inspection is 12:00 am
(midnight) for the same business day.

Press 1 to leave a message for inspector or Press 2
to leave no message.

To hear confirmation and hang up, press 1
To schedule another inspection on this permit, press 2
To schedule an inspection on different permit, press 3

Reschedule or Cancel an Inspection (2)

- Press 1 for Building Permit
- Press 2 for Mobile Home, Modular or
  Park Model Permit
- Enter the 2 digit Inspection Code
- To cancel inspection, press 1
- To reschedule inspection, press 2

Retrieve Inspection Results (3)

- Press 1 for Building Permit
- Press 2 for Mobile Home, Modular,
or Park Model Permit
- Enter the 2 digit Inspection Code

After you have listened to the inspection
results, if necessary, you will be able to:
- Press 5 to reschedule inspection
- Press 1 to end call
- Press 2 to hear more results
- Press 3 to hear results on different
  permit
- Press 4 to return to Main Menu
- Press 9 to repeat Menu

Receive Plan Review Information (4)

- If your permit starts with PER, press 1
  (Enter 7 digit numeric portion of permit)
- If your permit has an E, S, W, or N as the
  third character, press 2 (Enter 6 digit
  numeric portion of permit)

After you have listened to the plan review
status, you will be able to:
- Press 5 to have copy of plan review
  results faxed to you
- Press 1 to end the call
- Press 2 to repeat plan review information
- Press 3 to receive plan review
  information on different permit
- Press 4 to return to Main Menu
- Press 9 to repeat Menu

Certificate of Occupancy (5)

- Press 1 for Certificate of Occupancy
  (Enter 7 digit numeric portion of permit)
- Press 2 for Certificate of Installation
  (Enter 5 digit numeric portion of permit)

After verification that Certificate can be
issued you will be able to:
- Press 5 to receive a fax copy of your
  Certificate.
- Press 1 to end call
- Press 2 to repeat information
- Press 3 to check status on another permit
- Press 4 to return to Main Menu
- Press 0 to speak with staff
- Press 9 to repeat Menu