

SCHEDULING AN INSPECTION

- * **Before calling you will need ***
Your 8 digit activity number.
Your 5 digit inspection code.

Dial 229 – 4898 before 3:30 pm

Select **1** to schedule an inspection (you will be prompted through the entire process).

Enter the type of permit:

- 1 – B (Residential) 5 – P (Pool)
2 – C (Commercial) 6 – W (Wall)
3 – G (Grading) 7 – S (Sign)
4 – MB (Misc. Building) 8 – I (Investigative)
- Enter the next 7 numerical digits of the permit number.

Select inspection date:

- 1 – Next working day out
2 – Two (2) working days out
3 – Three (3) working days out
* – Previous menu
- Enter the 5 digit inspection code.

Leave a message:

- 1 – Yes (follow prompts)
2 – Continue without leaving a message
- Enter the 5 digit inspection code for the next inspection or press the # key if you have no more inspections for this activity.

Choose next option:

- 1 – Hear your call number and hang up
2 – Add another inspection on this activity
3 – Add another insp. on different activity
4 – Return to the main menu
9 – Repeat this menu

If you have difficulty:

You may press 0# at any time and, during normal business hours, a staff person will be able to assist you.

The required list of inspection codes for you activity is located on your inspection card. A listing of all valid inspection codes is available by pressing the * key when prompted.

COMBINATION INSPECTIONS

The following is a listing of combination inspection codes which allows you to request multiple inspections with the entry of only one number. Please note if some of the inspections within the group are not required by your activity, or if some of them are already approved, you can still utilize the groups. The system will only schedule outstanding, valid inspections for your activity.

Code Description with Inspections Included

- 00005 Initial Building and Electrical Group:
01005 Excavation/Layout Rebar & Zoning
01015 Building Pre-Slab
02005 Electric Ufer
- 00010 Initial Plumbing Group:
03005 Plumbing Rough-Soil
03010 Plumbing Water Underground
03055 Plumbing Sewer – HCS Connection
- 00015 Clips and Nails Group
01025 Exterior Metal Clips
01026 Exterior Wall Sheathing
01030 Roof Nail
- 00020 Temp Power and Cable Drop Group:
02060 Electric Temporary Service
02050 Electric Cable Drop
- 00030 Pool/Spa Pre-Gunite Group:
08005 Pool/Spa Pre-Gunite
08030 Pool/Spa Plumbing
08035 Pool/Spa Electric
- 00035 Intermediates Group:
01035 Final Frame
02035 Electric Intermediate
03035 Plumbing Intermediate
04035 Mechanical Intermediate
- 00090 Finals Group:
01090 Building Final
02090 Electric Final
03090 Plumbing Final
04090 Mechanical Final
05090 Fire Sprinkler Final Verification
09025 Certificate of Occupancy
09190 Final Grading
09999 Permit Finaled
- 00095 Pool/Spa Finals Group:
08090 Pool/Spa Final/Barrier
08045 Pool/Spa Heater (if applies)
09999 Permit Finaled

TOWN OF ORO VALLEY



Town of Oro Valley
Building Safety

11000 N. LA CANADA
Oro Valley, Arizona 85737
520-229-4800



IVR

INTERACTIVE VOICE RESPONSE

Schedule inspections.
Cancel inspections.
Hear inspection results.
Leave a message for an inspector.

Inspection Request Directions And User's Guide

Questions?

Inspectors Hotline
520-229-4830

Call your inspector the morning
of your inspection between
8:00am-8:30am for a 2 hour
window