

GENERAL INFORMATION

EnerGov offers a new IVR system to our customers. The phone number has changed to 1-866-457-5280. Another change to the new IVR is that you will be required to know the 6 digit pin number for your permit or plan. If you need to locate the permit pin number, please view the [IVR Pin Locator Guide](#). The IVR system is available for Building, Fire Marshal and Lot Grading Inspections. You may use the automated phone system to schedule or cancel inspections and review Building Permit or Plan Review Status. The system is available seven days a week including holidays. Inspections must be scheduled by 3:00 PM the work day prior to the desired date of the inspection (Note: When the total number of allowed inspections for that day has been reached, the system will deny the date and you will have to schedule for the next available date.). When requesting information or when scheduling inspections, the system will verify important information, i.e. the permit number, the site address, and the type of inspection.

BUILDING PLAN REVIEW STATUS

To check your Building Plan Review Status, you will need your 6 digit pin number for your plan. This was provided to you at plan submission and can be found on the Plan Application Receipt or, if you cannot locate it, through the Development Services Call Center at 703-792-6875. When you call the IVR, you will be asked to enter the Pin Number. After you have entered the Pin Number, the system will verify the plan number. Select 1 if it is correct, or 2 to try again. After selecting 1, it will automatically relay the Plan Status. The system will then ask "To list all Submittals and their statuses, Press 1. To Return to the Main Menu, Press 2." The system does not list the individual item reviews, it only lists the overall review status of each submission. To obtain more detailed review information, visit our ePortal webpage at www.pwccgov.org/ePortal.

INSPECTIONS: SCHEDULE, CANCEL, OBTAIN RESULTS

To **CHECK PERMIT STATUS**, press "1". This option will tell you the status of the permit.

To **CHECK INSPECTION STATUS**, press "2". This option will tell you all of the inspection types on the case that are pending or have been completed.

To **REQUEST A NEW INSPECTION**, press "3". Please follow the voice instructions by entering the applicable inspection code located in the lists provided in this handout. You will be asked to select a date. The system offers 10 business days from the time that you call. You will then be asked to enter a ten digit call back number where the inspector can contact you. The system will repeat your phone number, inspection type and date. After confirming, your inspection will be requested.

To **CANCEL A REQUESTED PENDING INSPECTION**, press "4". Follow the instructions for selecting your appropriate inspection code. You can cancel an inspection up to 9:00 p.m. on the work-day prior to the inspection day. After that time, please call the applicable office at the numbers shown below and leave a voicemail. In your message, leave detailed cancellation information including the permit number and type of inspection. You may use the voice mailbox up to 7:30 a.m. on the day the inspection is scheduled. If calling between 7:30 a.m. and 8:00 a.m. please call the applicable inspection office listed below. To avoid cancellation fees, you must cancel the inspection by 8:00 a.m.

To **CHANGE THE DATE FOR A REQUESTED PENDING INSPECTION**, press "5". Follow the instructions for selecting your appropriate inspection code. After verifying the inspection code, you will be asked to select a date. The system offers 10 business days from the time that you call. The system will repeat your inspection type and date. After confirming, your inspection date will be changed.

To **LIST PLANS RELATED TO THIS PERMIT**, press "6". The system will tell you all related plan numbers. To choose the appropriate plan, enter the Plan IVR Pin Number provided.

BUILDING DEVELOPMENT DIVISION RESIDENTIAL INSPECTION CODES

<p>Building Inspections*</p> <p>101 Footing - Retaining Wall 102 Footing - Pier/Deck 103 Footing - Buildings 104 Backfill - Retaining Wall 105 Backfill - Buildings 106 Basement Slab 107 Garage Slab 108 Porch Slab 109 Other Slab 110 Chimney Throat 111 Poured Concrete Wall 114 Building Concealment - Building 115 Insulation (No Mechanical Permit) 117 Swimming Pool Steel 118 Final Inspection - Retaining Wall 120 Lot Grading Final 121 Swimming Pool Final 123 Party/Separation Wall 126 Lot Escrow Release Inspection 128 Erosion Inspection 151 Residential Final (Decks, Minor Work) 198* Residential Combination Concealment 199* Residential Combination Final</p> <p>Electrical Inspections*</p> <p>201 Service - Temporary On Pole 202** Electrical Service 203 Grounding Electrodes 204 Electrical Groundwork 205 Post Light Trench 206 Septic Trench 207 Well Trench 208 Other Electrical Trench 209 Pool Bonding 210 Pool Concealment 213 Electrical Concealment 214 Panel Boards 215 Swimming Pool Final 250 Electrical Final</p>	<p>Mechanical Inspections*</p> <p>301 Mechanical Groundwork 304 Mechanical Concealment 305 Ductwork Only 307 Insulation 308 Hydronic Test 350 Mechanical Final</p> <p>Plumbing Inspections*</p> <p>401 Groundwork 402 Well Trench 403 Water Service 404 Sewer Lateral 405 Sewer & Water 406 Sewer & Water & Groundwork 407 Storm Sewer 409 Backflow Device 412 Plumbing Concealment 450 Plumbing Final</p> <p>Residential Limited Repair</p> <p>501 Gas-Piping Test 502 Concealment 550 Limited Repair Final</p> <p>Storage Tank Inspections</p> <p>601* Tank Test/Air Pressure Test 602 Placement (with or w/o Deadmen) 603 Piping Test 604 Closure - Removal Or Abandon In Place 650 Storage Tank Final</p> <p>Gas Inspections*</p> <p>701 Concealment/Gas Test 750 Gas Final</p>
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*Trade inspections for Residential One and Two Family (IRC) projects attached to a Building Permit are in the Combination Inspection Program. The Inspection Codes for Combination Concealment (198) and Combination Final (199) are under the "Building" heading.

**Electrical Service Inspections
 For Single Family Homes and Townhouses, the 202 (Electrical Service Inspection) must be called in at the same time as the 198 (Building Combination Concealment Inspection).

BUILDING DEVELOPMENT DIVISION COMMERCIAL INSPECTION CODES

Building Inspections	Mechanical Inspections
1010 Footing - Retaining Wall	3010 Mechanical Groundwork
1020 Footing - Pier/Deck	3020 Wall Concealment - Mechanical
1030 Footing - Buildings	3030 Ceiling Concealment - Mechanical
1040 Backfill - Retaining Wall	3040 Mechanical Concealment
1050 Backfill - Buildings	3050 Ductwork Only
1060 Basement Slab	3060 Equipment Only
1070 Garage Slab	3070 Insulation
1080 Porch Slab	3080 Hydronic Test
1090 Other Slab	3500 Mechanical Final
1100 Chimney Throat	
1110 Poured Concrete Wall	Plumbing Inspections
1120 Wall Concealment - Building	4010 Groundwork
1130 Ceiling Concealment - Building	4020 Well Trench
1140 Building Concealment - Building	4030 Water Service
1150 Insulation (No Mechanical Permit)	4040 Sewer Lateral
1160 Structural Steel - Buildings	4050 Sewer & Water
1170 Swimming Pool Steel	4060 Sewer & Water & Groundwork
1180 Final Inspection - Retaining Wall	4070 Storm Sewer
1210 Swimming Pool Final	4080 Roof Drains
1220 Fireproofing	4090 Backflow Device
1230 Party/Separation Wall	4100 Wall Concealment - Plumbing
1440 Occupancy Evaluation	4110 Ceiling Concealment - Plumbing
1470 Emergency Light/Generator Test	4120 Plumbing Concealment
1500 Final Inspection - Buildings	4500 Plumbing Final
Electrical Inspections	Storage Tank Inspections
2010 Service - Temporary On Pole	6010 Tank Test/Air Pressure Test
2020 Electrical Service	6020 Placement (with or w/o Deadmen)
2030 Grounding Electrodes	6030 Piping Test
2040 Electrical Groundwork	6040 Closure - Removal Or Abandon In Place
2050 Post Light Trench	6500 Storage Tank Final
2060 Septic Trench	
2070 Well Trench	Gas Inspections
2080 Other Electrical Trench	7010 Concealment/Gas Test
2090 Pool Bonding	7500 Gas Final
2100 Pool Concealment	
2110 Wall Concealment - Electrical	
2120 Ceiling Concealment - Electrical	
2130 Electrical Concealment	
2140 Panel Boards	
2150 Swimming Pool Final	
2470 Emergency Light/Generator Test	
2500 Electrical Final	

FIRE MARSHAL'S OFFICE INSPECTION CODES

Fire Marshal Inspections	
955	Standpipe Final
958	Wet Chemical
959	Underground Visual
960	Underground Hydro
961	Underground Flush
962	Sprinkler Hydro
963	Concentration Test
964	Sprinkler Trip
965	Sprinkler Air
966	Wet Sprinkler Final
967	Standpipe Hydro
968	Standpipe Flow
969	Clean Agent Test
970	Hood
971	Dry Chemical
972	Fire Pump
973	Fire Alarm
974	Fire Alarm Battery Test
975	Standpipe Visual
976	Flow Test
977	Alternative Suppression Final
981	Fire Alarm Final
982	Underground Fire Main Final
983	Sprinkler Visual
984	Sprinkler Breezeway Loop Hydro
985	Sprinkler Breezeway Loop Visual
986	Sprinkler Breezeway Loop Flush
987	Sprinkler 4-Head Flow Test
988	Dry Sprinkler Final
989	Sprinkler 2-head flow-13D
990	Sprinkler Antifreeze
145	Final Inspection – JOE/OP Evaluation
146	Final Inspection – Shell
148	Furniture Storage (Inspection by FMO)
149	Pre-Occupancy (Inspection by FMO)

USEFUL CONTACT NUMBERS

<p align="center">BUILDING PLAN INTAKE</p> <p align="center">Phone: 703-792-4040 Fax: 703-792-7054</p>	<p align="center">BUILDING PERMITTING SERVICES</p> <p align="center">Phone: 703-792-6924 Fax: 703-792-4155</p>	<p align="center">BUILDING CONSTRUCTION INSPECTIONS</p> <p align="center">Phone: 703-792-7006 Fax: 703-580-1578</p>
<p align="center">WATERSHED MANAGEMENT</p> <p align="center">Phone: 703-792-7070 Fax: 703-792-7012</p>	<p align="center">FIRE MARSHAL'S OFFICE</p> <p align="center">Phone: 703-792-6360 Fax: 703-792-6492</p>	<p align="center">DEVELOPMENT SERVICES CALL CENTER</p> <p align="center">Phone: 703-792-6875 Fax: 703-792-5285</p>