

INSPECTION SCHEDULING

The Building and Safety Division has four ways for our customers to access many of our building permit services and inspections. Please use one of the methods listed below to schedule your inspections. For next-day Building Inspections, please have your inspection scheduled by **3:00 pm** on the previous business day using one of the inspection request methods listed below.

1. Online using our Accela Citizens Access (ACA) portal

- Go to: www.accelacitizenaccess@cityofpleasantonca.gov , then Login or Create an ACA account.
 - On the Dashboard select “Building”
 - Scroll down and click on “General Search”.
 - Enter your permit number, click the “Search” button, then follow the prompts to schedule your inspection.

2. Online using our Permit Center website (pleasantonpermits.com)

- Go to: www.pleasantonpermits.com , then click on the “Permit Status & Inspections” tab, which will take you to our Accela Citizens Access (ACA) portal listed above.
 - Login or Create an ACA account, then follow the bullet points listed above in Method #1 to schedule your inspection.

3. By SelecTXT

- You can schedule, reschedule and cancel inspections, as well as check the results of your inspections by texting “SCHEDULE” to (844)670-9753.
 - The system will text you back and ask for your permit number.
 - Follow the prompts as directed to schedule your inspection(s).

4. By Phone using our Voice Permits System

- Using your phone, dial (925)931-5322.
 - Dial 1 to Schedule and inspection
 - Dial 2 to Cancel or Re-schedule an inspection.
 - Dial 3 to hear inspection results.
 - Dial 0 to speak to one of our office staff.

*Building Inspectors are available for calls at (925)931-5300 from 7:30 am to 8:00 am on the morning of your inspection.

BUILDING PERMIT INSPECTION CODES

Schedule, reschedule or cancel inspections at www.pleasantonpermits.com, or call (925) 931-5322. Have your Building Permit number and inspection code ready. Permit types that require only a single inspection should use the 999 -FINAL inspection code. All Final inspections should only use the 999 -FINAL inspection code. Next day inspections need to be scheduled by 3:00 pm the prior business day.

Fire Permit Inspections (ex. F23-3456) must be scheduled through Livermore Pleasanton Fire Department (LPFD) at least two days in advance, (925) 454-2307.

Inspection	Inspection	Inspection
Before covering trenches/piping:	Before exterior wall or roof covering:	Pool Inspections:
205 -U'GROUND PLMG	401 -ROOF SHEATHING	701 -PRE-GUNITE
302 -SEWER LATERAL	402 -EXTERIOR SHEAR	702 -PRE-DECK
303 -WATER SERVICE	403 -EXTERIOR LATH	703 -PRE-PLASTER
304 -U'GROUND ELECT		704 -DOOR ALARMS
	Before insulating walls or ceilings:	
	404 -ROUGH FRAME	Re-roofing Inspections:
Before pouring concrete:	405 -ROUGH ELECTRICAL	602 -ROOF SHEATHING
102 -FOOTINGS	406 -ROUGH PLUMBING	904 -SPARK ARRESTOR
103 -STEM WALLS	407 -ROUGH MECHANICAL	
104 -PIERS	408 -GAS PIPING	Meter Releases:
105 -GRADE BEAM	409 -TOP OUT	301 -TEMP POWER
106 -SLAB	410 -INTERIOR SHEAR	310 -ELEC METER
107 -GARAGE SLAB	411 -HOLDDOWNS	311 -GAS METER
108 -UFER GROUND		312 -WATER METER
412 -CMU'S	Before installing drywall:	
455 -TILT-UP PANELS	451 -TI WALL FRAMING	These Permits types typically require only one inspection: 999 -FINAL
	452 -TI CEILING FRAMING	
Before installing floor sheathing:	453 -T-BAR CEILING	
201 -FLOOR JOISTS	501 -INSULATION	SIGNS
202 -U'FLOOR PLUMBING	806 -DUCTWORK	FURNACE/AC CHANGEOUT
203 -U'FLOOR DUCTWORK	Before final inspection:	PV / ELECT CAR CHARGER
204 -U'FLOOR INSULATION	502 -DRYWALL	WATER HEATERS
	503 -GAS TEST	RE-PIPING
For all Permit Types:	504 -SHOWER PAN TEST	WATER SOFTENER
999 -FINAL INSPECTION	505 -TUB/SHOWER WALL	ELECTRICAL PANEL