



## REQUESTING AN INSPECTION BY E-MAIL

### TO SCHEDULE YOUR INSPECTION, YOU MUST FOLLOW THESE INSTRUCTIONS.



You can still schedule inspections by calling

**941-263-6418**

**1) All inspection requests **must** have the following subject line:**

**Request Inspection on {date} for {permit number}** with your requested inspection date and Permit number inserted where shown.

**2) INSPECTIONS CLOSES FOR LUNCH FROM 11:30 TO 12:30.**

3) All inspection requests must have the following information, in this order, with each piece of information on a separate line. Only the last item (comments) is optional; omitting any of the other items will prevent us from processing your request.

- a) Permit Number.**
- b) Street Address.**
- c) Inspection Type.**
- d) Name of contact for scheduling this inspection.**
- e) Phone number of contact for this inspection.**
- f) Date requested for inspection.**
- g) Comments (optional).**

4) **Deadline:** Inspection requests must be emailed no later than **3:30 pm** the afternoon prior to the inspection request day. (**If you email a request after 3:30 pm the inspection will not be set up until the day after next.**) You must e-mail your inspection request to **Inspection@sarasotaf1.gov** Inspection requests sent to any employee or other e-mail address will not be set up.

**5) YOU DO NOT HAVE A CONFIRMED SCHEDULED INSPECTION UNTIL YOU RECEIVE A REPLY.**

6) The inspectors will attempt to honor the date of your request, but inspections are done on a first-come, first serve basis.

7) The optional comments section should be used to note special access instruction, scheduling issues or any other information that you feel we will need to schedule and successfully complete your inspection.

**8) WE DO NOT SCHEDULE SPECIFIC TIMES FOR INSPECTIONS.**

**9) We no longer do same day inspections.**

Label
Arborist - Final
Building - Beams
Building - Breakaway Walls
Building - Ceiling
Building - Ceiling Penetration
Building - Column(s)
Building - Column(s) & Shearwall(s)
Building - Concrete
Building - Core Wall
Building - Courtesy
Building - Curb
Building - Deadmen
Building - Door Buck
Building - Door Installation
Building - Drive Slab
Building - Elevated Slab
Building - Elevator Pit
Building - Exterior Tie Down
Building - Exterior Wall
Building - Fence
Building - Fill Cells
Building - Final
Building - Fire Pressure
Building - Fire Wall
Building - Flood Panel
Building - Floor
Building - Floor Penetration
Building - Footing
Building - Foundation
Building - Framing
Building - Grade Beams
Building - Hurricane Shutters
Building - Insulation
Building - Lathe
Building - Lintel
Building - Lintel/Beam
Building - Mono Slab
Building - Other
Building - Pads
Building - Piles/Pilecaps
Building - Pool Bottom

Building - Pool Deck
Building - Pool Steel
Building - PT Final
Building - PT Footing
Building - PT Framing
Building - PT Insulation/Wall Only
Building - PT Lintel
Building - Rated Wall
Building - Reinforcing Steel
Building - Retaining Wall
Building - Roof Sheathing
Building - Roof Truss/Tiedowns
Building - Seawall Cap
Building - Shaft Wall
Building - Shearwall
Building - Sidewalk
Building - Sign Final
Building - Slab
Building - Slab on Grade
Building - Slab PHS I
Building - Slab-Steel
Building - Sliding Glass Doors
Building - Spa Steel
Building - Stairs
Building - Stem Walls
Building - Tie Beam(s)
Building - Tie Down
Building - Tieback(s)
Building - Vault Top Steel
Building - Vault Wall
Building - Wall Penetration
Building - Wall Sheathing
Building - Waterproofing
Building - Window Buck / Door Buck
Building - Window Fasteners
Building - Window Installation
Building Dry-In/Flashing
Burglar Alarm Final
Code Compliance Complaint
Compliance Order
Conversion Unknown - Other
Demo - Final

Electric - Bonding	Fire - Fire Proofing
Electric - Ceiling Rough	Fire - Fire Pump
Electric - Final - Commercial	Fire - Fire Sprinklers
Electric - Footer Bonding	Fire - Fire Wall(s)
Electric - Footer Grounding	Fire - Floor Penetration
Electric - Grounding	Fire - Other
Electric - Photovoltaic	Fire - PT Final
Electric - Panel Change	Fire - Rough
Electric - Partial Rough	Fire - Wall Penetration
Electric - Pool Bonding Grid 2nd	Fire Alarm - Final
Electric - Pool Shell Bonding 1st	Fire Alarm - Other
Electric - PT Ceiling Rough	Fire Sprinkler - Final
Electric - Final - Residential	Fire Sprinkler - Other
Electric - PT Rough	Fire Sprinkler - Pressure Test
Electric - Rough - Commercial	Fire Sprinkler - Visual Location
Electric - Remeter	Fire Suppression - Final
Electric - Rough - Residential	Fire Suppression - Other
Electric - Service Change	Fireline - Above Ground Pressure Test
Electric - Slab/Underground	Fireline - Final
Electric - Temporary Permanent Power (TPU)	Fireline - Other
Electric - TPOLE	Fireline - Underground Pressure Test
Electric - TUG	Gas - Final
Electric - Underground	Gas - Med-Gas
Electric - Wall Rough	Gas - Other
Engineering - Curb and Gutter Final	Gas - PT Rough
Engineering - Curb & Gutter Pre-Pour	Gas - Pressure Test
Engineering - Driveway Pre-Pour	Grease Trap - Final
Engineering - Driveway Final	Grease Trap - Other
Engineering - Landscaping / Irrigation Final	Grease Trap - Rough
Engineering - TTM/MOT Final	Irrigation - Final
Engineering - Other	Irrigation - Other
Engineering - Sidewalk Final	Low Voltage - Final
Engineering - Sidewalk Pre Pour	Low Voltage - Other
Engineering - Siltation Control Final	Low Voltage - Rough
Engineering - Siltation Control Initial	Mechanical - Ceiling Rough
Engineering - Siltation Control Routine	Mechanical - Curb/Bench
Engineering - Site Inspection	Mechanical - Final
Engineering - Storm Inlet	Mechanical - Fire Dampers
Engineering - Street Cut	Mechanical - Hood System Rough
Engineering - Street Improvements	Mechanical - Other
Engineering - Utility	Mechanical - Pressure Test (Chiller Lines)
Fire - Final	Mechanical - PT

Mechanical - Rough
Mechanical - Shaft Wall
Mechanical - Wall Rough
Notes
Plumbing - 2nd Rough
Plumbing - Final
Plumbing - In-floor Cleaner Pressure Test
Plumbing - Med-Gas
Plumbing - Other
Plumbing - Pressure Test
Plumbing - PT Final
Plumbing - PT Rough
Plumbing - Rough
Plumbing - Rough/Tubset
Plumbing - Sanitary
Plumbing - Sewer
Plumbing - Shower Pan/Tubset
Plumbing - Stormwater
Plumbing - Tubset
Plumbing - Water
Plumbing - Water/Sewer
Plumbing - Water/Tubset
Pool - Final
Pool - Footer/Foundation
Pool - Other
Pool - Pool Deck
Pool - Pool Piping Only
Pool - Pool Steel
Pool - Rough
Pre-Hearing Inspection
Propane - Final
Propane - Other
Propane - Rough
Refrigeration - Final
Refrigeration - Rough
Roofing - Dry In
Roofing - Dry-In/Flashing
Roofing - Final
Roofing - In-Progress
Roofing - Other
Security Alarms - Final
Security Alarms - Other

Standpipe - Pressure Test
Trees - Final
Trees - Mitigation/Final
Trees - Other
Trees - Protection
Zoning - Fence
Zoning - Fence Final
Zoning - Final
Zoning - Other
Zoning - Sign Final