



## **FREQUENTLY ASKED QUESTIONS ABOUT INSPECTIONS**

If a Fire Safety Plan was required for your construction project, it must be inspected by Cal Fire before the County Planning/Building Department will final the project for occupancy.

### **Q. Where do I call to request an inspection?**

A. Please call (805) 543-4244, extension #2220. During regular business hours, the prevention secretary will take your call. You may also call when the office is closed by leaving your inspection request on voice mail.

### **Q. What information will I need to give when I call the inspection recording or secretary?**

A. The Inspection Recording will ask for your County Project number, site address/city, type of inspection, applicant's name, nearest cross street, contact's name and phone number and other pertinent information, ie: if there any dangerous dogs, locked gates and how to access, etc...

### **Q. When will the inspection take place?**

A. Cal Fire final inspections are scheduled as follows:

- ✓ **South County/North Coast:** Inspections are done on **Tuesdays** only and must be scheduled no later than 5:00 pm on the Monday before.
- ✓ **North County:** Inspections are done on **Thursdays** only and must be scheduled no later than 5:00 pm on the Wednesday before.

### **Q. Does somebody have to be there when the inspector comes?**

A. No. If an automatic fire sprinkler system has been installed, we will need access to the interior areas of the home/structure. Access is needed to check the sprinkler heads, test the alarm bell, and verify water pressure. If someone is not available to meet the inspector, you must make provisions to allow for entry into the building (i.e. instructions on where the key is located, specify which door is unlocked, etc.). The inspector can make prearranged entry and then secure your structure before leaving. Please leave your inspection card(s) in a visible location. If any corrections are needed, a correction notice will be left on site. If the project is finalized, the inspection card will be signed and dated in the appropriate place.

### **Q. If I need to talk to my fire inspector, or if I have questions about a “correction notice”, how can he/she be reached?**

A. Fire Inspectors are generally available during regular business hours, Monday through Friday, 8 am – 5 pm. However, due to inspections, site visits, training, meetings, and scheduling, the inspector you ask for may not be always be available. One of the other inspectors should be able to assist you.

### **Q. When can I “occupy” or use my house/structure?**

A. Occupancy and use of the structure begins only after final inspection by the fire and building departments. You may not connect to gas service until the final. You are in code violation if you occupy the premises prior to that.