

## **Welcome to Voice Permits™**

In an ongoing commitment to improve customer service, your building department has installed an Interactive Voice Response System (IVR) for inspections, 24-hours a day, 7 days a week! You will be able to Schedule Inspections, Cancel Inspections or Retrieve Inspection Results.

### **Voice Permits™ Line**

**(850) 651-7140 or (850) 689-3792**

You will be prompted through the entire process. Press (\*) at any time for more information.

#### **Before calling you will need:**

1. A touch-tone telephone.
2. A PIN Number (Call the Licensing Division to obtain PIN Number 850-651-7526) or Switchboard at (850) 651-7180 or (850) 689-5080.
3. A specific Permit Number.
4. An Inspection Code – Choose from the codes listed at the end of this notice.

#### **Choose From The Following Options:**

Press (1) Schedule an Inspection.

Press (2) Cancel an Inspection.

Press (3) Obtain Inspection Results.

Press (0) Transfer to Staff.

Press (\*) General Information.

Press (#) Disconnect and Hang Up.

The Voice Permits™ system will prompt you through the steps below during your call. You may perform multiple transactions during each call. **At the end of the**

**call, you will be issued a confirmation number.** We recommend that you keep a record of your confirmation numbers and associated transactions in case they are needed for future reference.

**Schedule an Inspection:**

1. Enter the Contractor Pin #.
2. Enter the Permit Number. The system will confirm this permit by speaking back the permit number.
3. Enter the Inspection Code from the list at the end on this notice.
4. Follow the prompts to continue scheduling the inspection.

**The Cut-off time is 12:00 a.m. (midnight) for a next day inspection.**

**After you have scheduled the inspection, you will be able to:**

- Leave a message for the inspector.
- Request another inspection, same permit.
- Request another inspection, different permit.
- Get a Confirmation Number and hang up. (Use this Confirmation Number when inquiring about this telephone request).
- Return to main menu.

**Cancel an Inspection:**

1. Enter the Contractor Pin #.
2. Enter the Permit Number.
3. Enter the Inspection Code from the list at the end of this notice.

**After you have cancelled the inspection, you will be able to:**

- Cancel another inspection, same permit.
- Cancel another inspection, different permit.
- Retrieve Inspector Message.

- Get a Confirmation Number and hang up. (Use this Confirmation Number when inquiring about this telephone request).
- Return to main menu.

**Obtain Inspection Results:**

1. Enter the Contractor Pin #.
2. Enter the Permit Number.
3. Enter the Inspection Code from the list at the end of this notice.

**After you have listened to the inspection results, you will be able to:**

- Listen to more results, same permit.
- Listen to more results, different permit.
- Get a Confirmation Number and hang up. (Use this Confirmation Number when inquiring about this telephone request).
- Return to main menu.

**Transfer to Staff & Additional Information:**

You can press (0) at any time to transfer to the receptionist. You can press (\*) to hear an explanation of your current options.

On apartments, condominiums and large commercial jobs with multiple inspections of the same type, you will need to continue to call the office to schedule these inspections.

**PLEASE NOTE:**

**The IVR System will be inoperable from 2:00 a.m. until 5:30 a.m. for backup purposes.**

# INSPECTION CODES

## **Building**

121 Footing	138 Straps
122 Slab	139 Steel
123 Monoslab	140 Piling
124 Nailoff	141 Insulation
125 Framing	142 Fire Place
126 Brick Tie	143 Insulated Concrete Form
127 Building Final	144 Bond Beam
128 Building Piers	145 Window Attachment
129 Floor Framing	147 Window Change Out
130 Concrete Sheer Walls	
131 Block Inspection	
132 Lintel Beam	
133 Commercial Stair Construction	
134 Above Ceiling	
135 Rated Walls/Ceiling	
136 Vinyl Siding/Soffit/Fascia	
137 Hurricane Clips	

## **Electrical**

221 Electrical Conduit Under Slab

222 Temporary Pole

223 Alarm Rough In

225 Electrical Rough In

226 Trailer Service

227 Electrical Final

228 Alarm Final

230 Fire Alarm Rough In

232 Fire Alarm Final

238 Swimming Pool Bonding

239 Circuit Addition

## **Gas**

521 Gas Rough In Under Slab

522 Gas Tanks/Pollutant Storage

525 Gas Rough In

527 Gas Final

528 Gas Tanks/LP

## **Mechanical**

321 Mechanical Rough Under Slab

322 Duct Work Only

## **Plumbing**

421 Plumbing Rough In

422 Fire Sprinkler Rough In

423 Septic Tank Line

424 Sewer

425 Plumbing Stack Out

426 Fire Sprinkler Final

427 Plumbing Final

428 Drainage Pipe WaterTest

on a High Rise

## **Roof**

625 Roofing Rough In

627 Roofing Final

## **Irrigation**

727 Irrigation Final

## **Manufactured Homes**

821 Tie Downs/Anchors

323 Ceiling Dampers and/or Fire Dampers

324 Commercial Hood

325 Mechanical Rough In

327 Mechanical Final

**Miscellaneous**

921 Fence

922 Elevators

923 Generator Run Test

924 Lift Station

925 Stop By

926 Sign Hole

927 Sign Final

930 Pool Piping Pressure Test

937 Swimming Pool Final

950 Lathe

957 Seawall/Retaining Wall/Dock Final

967 Demolition Final

**Underground Utilities**

941 Storm Manhole/Catch Basin Rough In

942 Sanitary Sewer Piping Rough In

943 Domestic Water Piping Rough In

944 Sanitary Sewer Manhole  
945 Lift Station  
946 Electrical Conduit Rough In  
948 Transformer Pad Rough In  
949 Storm Sewer Piping Rough In  
960 Storm Sewer Piping Final  
961 Storm Manhole/Catch Basin Final  
962 Sanitary Sewer Piping Final  
963 Domestic Water Piping Final  
964 Electrical Conduit Final  
965 Transformer Pad Final  
966 Thrust Block  
968 Threaded Rods  
969 Backflow Preventer

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