

## Colonial Heights Department of Building Inspections

### Instructions for Requesting Inspections for Residential Projects:

- Building, Plumbing, Mechanical, Gas and Electrical inspections are performed by the Building Inspections Department and may be scheduled by calling 804-520-9297 between 8:30 am and 5:00 pm the day before the inspection is needed.
- The final inspections for Planning, Environmental Engineering, Utilities and Health Departments as required are automatically scheduled when a final building inspection is requested. Inquiries concerning their inspections shall be made as follows:
  - Planning 804-520-9297
  - Engineering 804-520-9334
  - Utilities 804-520-9393
  - Health 804-520-9380

Upon completion of applicable work, it may be advantageous to call and request final inspections from these departments in advance of requesting the final building inspection. Doing so will provide these departments with sufficient advance notice to respond so as not to delay the issuance of the Certificate of Occupancy.