

Inspection Code List

Building

205	Footing
210	Foundation walls
215	Footing drain
220	Slab
225	Post/beam structural
230	Underfloor insulation
235	Shear walls/anchors
240	Exterior sheathing
242	Interior shear walls
245	Firewall
250	Roof nailing
255	Wtr proofing basement walls
260	Tilt-up panel
265	Masonry
270	Reinforcing steel (rebar)
275	Framing
280	Insulation
285	Drywall nailing
287	Suspended ceiling
289	Approach/sidewalk
295	Misc. inspection
299	Final inspection

Fire Protection System

905	Sprinkler underfloor/slab
907	Sprinkler hydro test
910	Sprinkler rough-in/test
915	Fire alarm rough-in
920	Suppression trip test
995	Misc. inspection
998	Alarm final
999	Sprinkler final

Site Work

405	Excavation
410	Fill
415	Grading
420	Sprinkler supply lines
495	Misc. inspection
498	Grading final
499	Final inspection

Manufactured Structure

805	MFG-Structure grading/footing
810	MFG-Structure set-up
899	MFG-Structure final

Electrical

105	Underground/slab cover
110	Temporary electrical service
115	Electrical service
120	Electrical rough-in
125	Wall cover
130	Ceiling cover
135	Low voltage
140	Sign installation
145	A/C or heating unit circuit
150	Hot tub/spa/pool
195	Misc. inspection
199	Electrical final

Mechanical

605	Post/beam mechanical
610	Gas line
615	Mechanical rough-in
620	Hydronic piping
625	Duct work
630	Fire damper
635	Smoke detector shutdown
640	Exhaust hood
695	Misc. inspection
699	Mechanical final

Plumbing

305	Plumbing underslab
310	Crawl drain
315	Post/beam plumbing
320	Plumbing rough-in
322	Shower pan
330	Water service
335	Rain drain
340	Storm drain
345	Culvert/catch basin
350	Septic tank
395	Misc. inspection
399	Plumbing final

Sewer

505	Sanitary sewer
595	Misc. inspection
599	Final inspection

Automated Inspection Request

User Guide

503.639.4175

(24 hours a day)

New
Inspection Hours

Effective
May 14, 2012

Monday-Thursday
8 a.m. to 3:30 p.m.

Closed Fridays



City of Tigard

BUILDING DIVISION

13125 SW Hall Blvd. | Tigard, OR 97223
503.718.2439 | www.tigard-or.gov

System Information

In an ongoing commitment to improve customer service, the City of Tigard building division has installed an automated inspection request system for inspections, 24 hours a day, 7 days a week, with a cut-off time of 7:00 AM for inspections that business day.

Note: Service is suspended between the hours of 2:00 AM and 3:00 AM for system maintenance.

New Inspection Hours

Effective Monday, May 14, 2012

**Monday-Thursday, 8 a.m. to 3:30 p.m.
Closed Fridays**

The system prompts will guide you to:

- Schedule Inspections
- Cancel Inspections
- Obtain Inspection Results

Before you call, you will need:

- A touch-tone telephone
- A permit number.
- An inspection code (see Inspection Code List on the back of this *User Guide*).

To access the system, call

503.639.4175

(24 hours a day)

At the Main Menu, choose from the following options:

- Press [1] To schedule an inspection.
Press [2] To cancel an inspection.
Press [3] To obtain inspection results.
Press [0] To speak with department staff.
Press [*] To repeat these options.

***Note:** Inspections will not be scheduled on the following holidays in 2012:
1/2, 1/16, 2/20, 5/28, 7/4, 9/3, 11/12, 11/22, 11/23 and 12/25.

Schedule An Inspection

Step 1: Access Main Menu.

Press [1] To schedule an inspection.

Step 2: Enter Permit Type.

Press [01] BUP Building - structural
Press [02] ELC Electrical
Press [03] ELR Restricted Energy
Press [04] MEC Mechanical
Press [05] MST Master-Residential Combo
Press [06] PLM Plumbing
Press [07] SIT Site Work
Press [08] SWR Sewer Connection
Press [09] FPS Fire Protection System
Press [10] RER Re-Roof
Press [11] CMS Commercial Manufact. Struct.
Press [12] SFM Single-Family Manufact. Struct.

Step 3: Enter Permit Number.

Enter all digits of your permit number, including all zeros, followed by the # sign.

Example: For permit number BUP2009-00246,
enter 200900246#.

The system will verify permit number and job site address.

Step 4: Enter Inspection Code.

See list of inspection codes on the back of this *User Guide*, or use system prompts to hear a list of codes.

Step 5: Select Inspection Date.

The system will list the next available dates.

Step 6: Additional Options.

- Leave a message for the inspector.
- Request another inspection on the same or a different permit.
- **Get a confirmation number.** Inspection and message will not be recorded until confirmed.
- Return to the Main Menu.

Cancel An Inspection

Step 1: Access Main Menu.

Press [2] To cancel an inspection.

Step 2: Follow Steps 2-4 for “Schedule An Inspection”.

Step 3: Additional Options.

- Reschedule the inspection.
- Cancel another inspection for the same or a different permit.
- Get a confirmation number.
- Return to the Main Menu.

Note: If you call after 7:00 AM to cancel an inspection for that day, you will need to call building staff at 503.718.2439.

Obtain Inspection Results

Step 1: Access Main Menu.

Press [3] To obtain inspection results.

Step 2: Follow Steps 2-4 for “Schedule An Inspection”.

Step 3: Additional Options.

- Hear message from the inspector.
- Listen to more results for the same or a different permit.
- Get a confirmation number.
- Reschedule failed inspections.
- Return to Main Menu.

Reinspection fees must be paid by 4:30 PM for inspections the next business day.