

Permit # \_\_\_\_\_



## INSPECTION SCHEDULE

**Building Safety Inspections & Zoning Inspections ~~~~~ Monday – Thursday**

**(NO FRIDAY INSPECTIONS)**

ALL INSPECTIONS TO BE SCHEDULED THROUGH THE REQUEST  
LINE **BY 4:00 PM** FOR THE FOLLOWING BUSINESS DAY

**(480) 488-7092**

THE WORK MUST BE COMPLETED BEFORE THE INSPECTION IS SCHEDULED.  
THIRD AND SUBSEQUENT REINSPECTIONS WILL REQUIRE AN ADDITIONAL FEE.

To cancel a scheduled inspection, call (480) 488-6632 during regular office hours – DO NOT CALL THE  
INSPECTION LINE

*The following information **MUST BE INCLUDED** in your inspection request:*

- PERMIT NUMBER
- SITE ADDRESS
- TYPE OF INSPECTION
- CONTACT NAME
- CONTACT PHONE NUMBER

***Specific inspection times cannot be requested***

You will not receive a confirmation call back. To check approx. inspection time please call the inspector after 7:30am for an ETA.

- ***Do not leave messages on the inspection request line except the inspection/permit details as outlined above - messages cannot be transferred.***
- ***If necessary, call Building Inspector Randy Richards (480) 251-9292 or Planning/Zoning Inspector Luke Kautzman (602) 751-6675***

***The Town may require inspection requests to be in writing .***

### ATTENTION: ALL PERMIT HOLDERS

TO PERFORM AN INSPECTION, IT IS NECESSARY TO PLACE A SIGN, (4 SF MIN.) AT ENTRANCE TO PROPERTY, SHOWING PERMIT NUMBER AND ADDRESS. THE CORDONING MUST INCLUDE THE DRIVEWAY AND COMPLETE BUILDING ENVELOPE BEFORE GRADING/EXCAVATION. THE LAYOUT AND SETBACK INSPECTION MUST HAVE PROPERTY LINES CLEARLY IDENTIFIED SO SETBACK MEASUREMENTS CAN BE MADE TO THE STRUCTURE(S). PLANS AND INSPECTION RECORD CARD MUST BE LOCATED CLOSE TO THE CONSTRUCTION ACTIVITY.