



Department of
CITY PLANNING

Office of Buildings
96 Mitchell Street
Atlanta, Georgia 30303
Tel: 404.865.8400

Email: inspections-oob@atlantaga.gov

INSPECTION REQUEST FORM
Building, Mechanical, Electrical, Plumbing, Fire Life Safety, & Arborist

Note: Please type or print – Complete all fields

| | | | |
|----------------------------|--|----------------------|---|
| Date of Request | | Permit Number | |
| Address of Property | | | <input type="checkbox"/> NE <input type="checkbox"/> NW <input type="checkbox"/> SE <input type="checkbox"/> SW |

Submit requests by:

| | | |
|-------|--|----------------------------------|
| Email | inspections-oob@atlantaga.gov | Subject line: Inspection Request |
|-------|--|----------------------------------|

| JOB SITE CONTACT INFORMATION | |
|------------------------------|--|
| Site Contact Name | |
| Site Contact Number | |
| Contact Email | |

| Inspection Type (Place a check next to the inspection type you are requesting) | | | |
|--|---|-----------------------------|--|
| BUILDING | MECHANICAL | PLUMBING | |
| 100 - Footing | 405 - Gas Pipe | 300 - Plumbing Slab | |
| 110 - Foundation Wall | 480 - Mechanical Rough | 305 - Sewer | |
| 115 - Retaining Wall | 490 - Mechanical Final | 315 - Water Service | |
| 120 - Monolithic Slab | | 330 - Water Heater | |
| 125 - Ceiling Cover | ELECTRIC | | |
| 130 - Deck Footing | 200 - Electrical Slab | 335 - Lawn Sprinkler | |
| 135 - Deck Framing | 205 - Electrical Ditch | 380 - Plumbing Rough | |
| 140 - Pool Steel Matt Bond | 210 - Temporary Pole | 390 - Plumbing Final | |
| 170 - Insulation | 215 - Temporary Power - New Construction Only | FIRE LIFE SAFETY | |
| 180 - Framing Rough | 220 - Swimming Pool/Rough Bonding | 620 - Fire Tamper and Flows | |
| 185 - Building Permit Temporary C. O. | 230 - Wall Cover | 625 - Fire Pump Test | |
| 190 - Building Final | 235 - Ceiling Cover | 640 - Fire Underground | |
| | 240 - Disconnect / Reconnect | 645 - Fire Sprinkler Rough | |
| ARBORIST | | 650 - Fire Sprinkler Final | |
| 513 - Preconstruction and demolition | 280 - Electrical Rough | | |
| 590 - Final | 290 - Electrical Final | | |
| | - Electrical Vehicle (EV) | | |

| COMMENTS / JOB SITE DIRECTIONS |
|--------------------------------|
| |

| ***PLEASE NOTE*** | |
|--|----------------|
| The INSPECTION TYPES above can be conveniently scheduled using our automated inspection phone system. | |
| Automated Inspection Phone Number | (404) 658-6800 |
| Inspection Division Contact Numbers | |
| Building, Mechanical, Electrical, & Plumbing Inspections | (404) 865-8400 |
| Fire Life Safety Inspection Division | (404) 546-0183 |
| Arborist Inspection Division | (404) 330-6874 |
| Erosion Control/ Site Inspection Division | (404) 546-1305 |