



City of Prescott
Interactive Voice Response System (IVR)
928-777-1176

In order to use the City of Prescott's IVR System, you will need to have the **BUILDING PERMIT NUMBER, THE SITE ADDRESS AND THE IVR CODE** for the inspection you are requesting. This information is located on the front of the building permit.

You may schedule an inspection up to four business days in advance. **Calls received by the IVR before 5:00 a.m. will be scheduled for the same day.** **NOTE:** The IVR System does not operate daily from 1:00 a.m. to 3:30 a.m. due to maintenance.

To schedule and inspection:

1. Dial 928-777-1176
2. Press 1 to schedule an inspection.
3. For a permit that begins with **B** press 1. For a permit that begins with **ES** press 2.
4. Enter the seven digit permit number but do not enter the letter(s).
5. The system will read back the permit # and the site address.
6. Enter the four digit inspection code for the inspection being requested. See list on back of this page or press * for a complete list of inspection choices.
7. To schedule for the next business day press 1, to schedule for two business days out press 2, to schedule for three business days out press 3, to schedule for four business days out press 4.
8. To confirm the scheduled day of the inspection and read back a confirmation number press 1, to request another inspection press 2.
9. To end the call, hang up.

NOTE:

You will be prompted throughout the call to enter the permit number, the inspection code(s) and the date of the requested inspection. Please listen carefully to confirm that the correct address was given and that the correct inspection was requested. When finished scheduling **ALL** inspections you will be given a confirmation number. Please write this number down.

Also note that a list of inspections specific to your permit is printed on your permit. If you are unable to schedule an inspection through the IVR System please call the building division at 928-777-1356.



CITY OF PRESCOTT
COMMERCIAL IVR INSPECTION CODES
928-777-1176

<u>IVR CODE</u>	<u>DESCRIPTION</u>
5000	PUBLIC WORKS PRECONSTRUCTION
1000	FOOTING/UFER
1013	STEMWALL
1260	UNDER CONSTRUCTION ELEVATION CERTIFICATE
1340	COMBINATION UNDERSLAB
1015	MASONRY OR CONCRETE WALLS
1033	ROOF, TRUSSES, OR SHEAR WALL
3002	FIRE ALARM ROUGH
3004	FIRE SPRINKLER ROUGH
7000	PUBLIC WORKS UNDERGROUND FIRELINE
4010	COMBINATION ROUGH AND TESTS
1330	ABOVE CEILING COMBINATION
1060	DRYWALL NAILING
4008	SOLID WASTE FINAL
4030	FINAL ELEVATION CERTIFICATE
5001	PUBLIC WORKS GRADING & DRAINAGE FINAL
3003	FIRE ALARM FINAL
3005	FIRE SPRINKLER FINAL
3011	FIRE FINAL
4009	FINAL ZONING (PARKING, LANDSCAPING, LIGHTING)
7700	PUBLIC WORKS FINAL
4020	COMBINATION BUILDING FINAL
4040	CERTIFICATE OF OCCUPANCY RELEASE



CITY OF PRESCOTT
COMMERCIAL IVR INSPECTION CODES (CONTINUED)
928-777-1176

<u>IVR CODE</u>	<u>DESCRIPTION</u>
1320	BACK FLOW CERTIFICATION (WATER LINE)
1251	GAS YARD LINE TESTING AND BACKFILL
1240	SEWER YARD LINE
1230	WATER YARD LINE
1070	LATH NAILING
1255	GAS METER RELEASE
1215	WATER METER RELEASE
1315	ELECTRIC METER RELEASE
1005	DUMPSTER FOOTING
4006	PUBLIC WORKS PAVING INSPECTION
3030	HOOD SYSTEM FINAL
3020	SPRAY BOOTH FINAL
7005	SIGN FINAL

THESE INSPECTIONS ARE FOR THE INSTALLATION OF PUBLIC INFRASTRUCTURE SUCH AS WATER MAIN, SEWER MAIN, PUBLIC SIDEWALK, CURB GUTTER, DRAINAGE, ETC.

<u>IVR CODE</u>	<u>DESCRIPTION</u>
7300	PW-CONCRETE
7500	PW-DRY UTILITIES
7600	PW-EARTHWORK
4006	PW-PAVING
8010	PW-SEWER MAIN
8012	PW-SEWER TESTING
8050	PW-SWPPP
8030	PW-STORM DRAIN
8300	PW-WATER MAIN
8303	PW-WATER TESTING