



Development
Services

Inspection Office
9601 Ridgehaven Court # 220
San Diego, CA 92123
Information: (858) 492-5070

Inspection Correction NOTICE

Page 1 of _____

Approval/Permit Number:	Project Number:	Project Address:
Contractor or Owner Name	Contractor or Owner Address	

- ☐ PREPARE PLANS AND OBTAIN THE REQUIRED PERMIT(S). PRESENT THIS NOTICE AT THE TIME OF PERMIT APPLICATION.
- ☐ WORK PERFORMED REQUIRES A PERMIT(S). ☐ USE IS IN VIOLATION OF CODES AND REGULATIONS.
- ☐ CONSTRUCTION IS NOT IN ACCORDANCE WITH PERMIT AND/OR APPROVED PLANS. REVISE PLANS AND OBTAIN APPROVAL FOR DEVIATIONS.
- ☐ WORK PERFORMED IS NOT READY FOR INSPECTION. FOLLOW APPROVED PLANS OR INSTALLATION INSTRUCTIONS AND COMPLETE ALL WORK.
- ☐ READ # SIX ON THE BACK OF THIS NOTICE. ☐ **PAY RE-INSPECTION FEE AND THEN CALL FOR RE-INSPECTION WHEN WORK IS READY.**
- INSPECTION(S) PERFORMED:** ☐ UNDERGROUND, ☐ FOUNDATION, ☐ ROUGH, ☐ GAS, ☐ T-BAR/HARD LID, ☐ INSULATION,
☐ INTERIOR LATH, ☐ DRYWALL, ☐ EXTERIOR LATH, ☐ ACCESSIBILITY, ☐ PRE-FINAL, ☐ FINAL, ☐ OTHER: _____.

- ☐ ITEMS NOTED ABOVE WERE INSPECTED AND APPROVED ON: _____ BY: _____
PRINT NAME
- ☐ PARTIAL INSPECTION - THE LIST ABOVE MAY NOT INCLUDE ALL ERRORS AND OMISSIONS DUE TO INSPECTION TIME LIMITS, LIMITED ACCESS OR COMPLEXITY OF PROJECT. PLEASE SCHEDULE ANOTHER INSPECTION.
- ☐ AFTER ALL ABOVE LISTED ISSUES HAVE BEEN RESOLVED SCHEDULE A RE-INSPECTION BY CALLING (858) 581-7111.
THE CORRECTION(S) NOTED ABOVE ARE REQUIRED WITHIN _____ DAYS.

**FAILURE TO COMPLY WITH THE CORRECTION(S) LISTED ABOVE PRIOR TO THE NEXT INSPECTION MAY
RESULT IN THE ASSESSMENT OF A RE-INSPECTION FEE (SEE ITEM SIX ON THE BACK OF THIS NOTICE).**

INSPECTOR'S NAME (PRINT)

INSPECTOR'S SIGNATURE

TELEPHONE NUMBER

DATE

PERMIT TYPE
BUILDING
ELECTRICAL
MECHANICAL
PLUMBING
SIGNS
MOBILE HOME
COMBINATION

CONTACT THE INSPECTOR BETWEEN: 7:15 AM TO 7:45 AM MONDAY-FRIDAY FOR ANY QUESTIONS CONCERNING THIS NOTICE

Development Services Department General Permit and Inspection Requirements

Separate Building, Plumbing, Mechanical and Electrical Permits are required for each building or structure except where a Combination Permit is issued for all phases of work.

The following guidelines for plans, permits, and inspections are for informational purposes only.

The San Diego Municipal Code (SDMC) and other important information are available at our web site:
www.sandiego.gov/development-services/

1. Required Compliance with the Land Development Code.

It is unlawful for any person to maintain or use any premises in violation of any of the provisions of the Land Development Code; for any person to erect, place, construct, convert, establish, alter, use, enlarge, repair, move, remove, equip, maintain, improve, occupy, or demolish any premises; for any person, whether as owner, architect, contractor, or otherwise to install any electrical wiring, device, appliance, or equipment in such a manner that it does not comply with the provisions of the Land Development Code or to maintain an electrical system in an unsafe condition; or, for any person, firm or corporation to erect, install, alter, repair, relocate, add to, replace, use, or maintain plumbing, heating, ventilation, air conditioning, or refrigeration equipment, or cause the same to be done, contrary to or in violation of any provision of the Land Development Code. (SDMC Section 121.0302)

2. Requirements for Approved Plans

Plans and specifications that are approved as part of the application for a Construction Permit shall be signed and stamped "APPROVED" by the Building Official and shall be filed as an attachment to the Construction Permit. Approved plans and specifications shall not be changed, modified, or altered without authorization of the Building Official. One set of the approved plans and specifications and the project Inspection Record Card shall be kept on the site of the structure or work at all times during which the work authorized by those plans is in progress. (SDMC Sections 129.0112 and 129.0214)

3. Voiding/Expiration of a Construction Permit

A Construction Permit shall become void if the work authorized by the Permit has not begun within 180 calendar days of the date of permit issuance. A Construction Permit shall become void if at any time after the work is begun, the structure or work authorized by the Building Permit is suspended or abandoned for a continuous period of 180 calendar days. Construction Permits expire by limitation and become void at the end of specified time periods stated in various sections of the SDMC, unless an extension is permitted, requested in writing and granted by the Building Official. The Building Official may extend a Construction Permit, for two periods not to exceed 180 calendar days each, per the SDMC. (SDMC Sections 129.0216, 129.0217, 129.0218, 129.0219, 129.0310, 129.0311, 129.0312, 129.0313, 129.0411, 129.0412, 129.0413, 129.0414, 129.0811, 129.0812, 129.0813, and 129.0814)

4. General Rules for Construction Permit Inspections

All work for which a construction permit is issued shall be subject to inspection by the Building Official. Required inspections shall be performed in accordance with the inspection procedures established by the City, except as may be exempted by the Land Development Code. No work shall be done beyond the point indicated in each successive inspection without first obtaining the approval of the Building Official. No portion of any construction work shall be concealed until inspected and approved. A survey of the lot may be required to verify that the structure is located in accordance with the approved set of plans. Any portions of work that do not comply with requirements shall be corrected and such portion shall not be covered or concealed until inspected and authorized by the Building Official. A final inspection, with approval of all structures and installations, is required before occupancy and use. (SDMC Sections 129.0111, 129.0314, 129.0415, and 129.0815)

5. Stop Work

Whenever any work is being performed or any structure or equipment is being used that is contrary to the provisions of the Land Development Code, the City may order the work or use stopped by issuing a Stop Work Order. The Order shall be in writing and shall be served on any person engaged in or causing the work. The person served with the Stop Work Order shall stop the work until authorized by the City to proceed. (SDMC Sections 121.0205, 121.0309, and 121.0310)

6. Re-inspection Fee

A fee may be assessed for re-inspection: if the inspected work is determined to be incomplete; inspection record card is not posted or otherwise available on the work site; approved plans and specifications are not readily available to the inspector; for failure to provide access on the day for which the inspection is requested; for failure to provide an on-site contact with a person knowledgeable about the scope of work and Code requirements; or the work to be inspected is not completed prior to the inspector's arrival. If re-inspection fees have been assessed on a site, no additional inspection of the work will be performed until the required fees have been paid. (City Resolution Number R-305326)

Please direct inquiries regarding requirements for obtaining construction permits to the Development Services Department 1222 First Avenue, Third Floor, San Diego, CA 92101, (619) 446-5000.