

# CITY OF BUNKER HILL VILLAGE

## Inspection Request Form

### city fax 713-827-8752



REQUEST MUST BE SUBMITTED BY 3:00 PM FOR NEXT BUSINESS DAY SCHEDULING

PERMIT NUMBER \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CONTRACTOR: \_\_\_\_\_

CONTACT PERSON: \_\_\_\_\_

CONTACT TELEPHONE: \_\_\_\_\_

REPLY FAX: \_\_\_\_\_

REQUESTED DATE OF INSPECTION: \_\_\_\_\_  AM  PM

**PLEASE LOOK AT YOUR PERMIT FOR AVAILABLE INSPECTIONS AND LIST THE DESIRED INSPECTION BELOW. DO NOT USE YOUR OWN TERMS. INDICATE IF YOU WANT A PARTIAL INSPECTION.**

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INSPECTORS: ELECTRICAL -713-898-6502 ALL OTHERS - 713-480-6734

**DO NOT CONTACT INSPECTORS TO SCHEDULE INSPECTIONS!**

TOP 5 REASONS FOR UNNECESSARY INSPECTION FAILURES;

1. PERMIT NOT POSTED ON PROJECT
2. LICENSED ELECTRICIAN FAILED TO BE PRESENT FOR AN ELECTRICAL INSPECTION.
3. HOSE BIB VACUUM BREAKER NOT ON ALL EXTERIOR HOSE BIBS FOR PLUMBING AND BUILDING INSPECTIONS.
4. PARKING VIOLATION FOR PROJECTS WITH PARKING RESTRICTIONS LISTED AT THE TOP OF THE PERMIT.
5. SAFETY VIOLATIONS (EXAMPLES: NO RAIL ON STAIR CASES, UNPROTECTED LIVE ELECTRICAL WIRING, POOL WITH WATER BUT NO POOL BARRIER).

SITE INSPECTIONS ARE REQUIRED PRIOR TO ANY WORK FOR NEW HOME, ADDITION OR ACCESSORY STRUCTURE/POOL PERMITS. MUST HAVE 1) DOCUMENT POSTING STATION 2) TREE PROTECTION 3) EPA APPROVED RUN OFF PROTECTION 4) PORTACAN NOT VISIBLE FROM STREET 5) DUMPSTER FOR CONSTRUCTION DEBRIS 6) PARKING AREA FOR CONSTRUCTION VEHICLES 6) ADDRESS MUST BE VISIBLE FROM THE STREET. 7) GREEN FABRIC CHAIN LINK FENCE AROUND NEW HOME SITES.