

## Building Inspection Hours of Operation

Office 7:30 am to 5:30 pm; Mon-Thurs  
7:30 am to 11:30 am; Fri

Field 7:00 am to 4:30 pm; Mon-Thurs  
7:00 am to 11:00 am; Fri  
(No inspections Friday afternoon)

General Information  
972-466-3225 Fax: 972-466-3220

24-Hour Inspection Requests Hotline  
972-466-3370

To Schedule an After-Hour Inspection  
(Call during business hours)

Billy McMahon ..... 972-466-3249  
Inspection Services Coordinator

Bill Pitmon ..... 972-466-3242  
Construction Inspector

Rey Guerrero ..... 972-466-5752  
Chief Building Inspector

David C. Garcia ..... 972-466-3238  
Building Inspector

Ray Jackson ..... 972-466-3217  
Chief Building Inspector

Aaron McLendon ..... 972-466-3216  
Senior Building Inspector

Lorri Dennis ..... 972-466-9821  
City Arborist

Tony Vo ..... 972-466-3247  
Permit Services Supervisor

Brett King ..... 972-466-3157  
Building Official

Ravi Shah ..... 972-466-3245  
Director of Development Services

## UTILITIES AND SERVICES

Alarm Permits (*security only*) .... 972-466-3525

Waste Management ..... 972-315-5400

### Call Before You Dig

Texas One-Call ..... 800-245-4545

Dig Tess ..... 800-344-8377

### DBA Registration

New Business Licenses ..... 214-653-7177

Collin County ..... 972-424-1460 ext 1-4134

Dallas County Clerk ..... 214-653-7421

Denton County Clerk ..... 940-349-2010

### Electric/Gas (*new construction*)

ONCOR (24 hours) ..... 800-711-9122

CoServe ..... 800-274-4014

Atmos Energy (24 hours) ..... 866-332-8667

### Fire Prevention ..... 972-466-3210

Post Office ..... 800-275-8777

State Comptroller (*sales tax*) ..... 800-252-5555

Telephone/Cable (*check yellow pages*)

### TABC

Dallas County ..... 214-678-4000

Denton County ..... 940-349-2877

Water ..... 972-466-3120

*To ensure life safety and  
enhance our community  
by applying construction codes  
and development standards through  
professional, solution-oriented services.*

Building Inspection  
1945 E. Jackson Road  
Carrollton, Texas 75006  
972-466-3225

[cityofcarrollton.com/buildinginspection](http://cityofcarrollton.com/buildinginspection)



# BUILDING INSPECTION INFORMATION SYSTEM



[selectrontechnologies.com](http://selectrontechnologies.com)

In an effort to streamline our operations and improve customer service, Development Services' Building Inspection division has implemented an Interactive Voice Response (IVR) system.



### HOW IT WORKS

To use the IVR System dial:

**972-466-3370**

and follow the simple instructions. It is available 24 hours a day, 7 days a week, 365 days a year.

### WHAT YOU WILL NEED

1. A touch-tone telephone
2. A site-specific permit number & phone system number
3. Inspection code (see the panels to the right for a complete list)

You will be prompted through the entire process. Press [\*] at any time for more information on how to use the system.

To return to the previous menu at any time, press the [#] key.

### CHOOSE YOUR OPTION

When you call the Interactive Voice Response System, you will hear the main menu choices:

- Press [1] Schedule an Inspection
- Press [2] Cancel/Reschedule an Inspection
- Press [3] Obtain Inspection Results
- Press [4] Directions to the Office and Office Hours
- Press [0] Transfer to Staff
- Press [\*] Additional Information

#### Commercial Kitchen Hood

Hood Rough - Building Inspection.....	3031
Hood Final - Fire Inspection .....	4031

#### Construction Trailer/Sales Trailer

Temporary Electric Pole.....	1011
Plumbing Rough.....	2025
Building Final.....	4040

**NOTE:** *Off-street parking must be in place before all utilities are released.*

#### Lawn Sprinkler

Irrigation B.F.P. & Final .....	1024
Irrigation B.F.P. Replacement .....	1023

#### Miscellaneous Construction

SWPPP.....	1075
Fence Inspection.....	1090
Retaining Wall.....	1041
Sign, Pier/Setback/Electric Underground.....	1091
Sign Final.....	4041
Wall Sign Final.....	4045

#### New Commercial Building Construction Inspections

Brick Pavers Installation on B.F.R.....	1057
Drive Approach R.O.W. ....	5020
Drainage/Storm Inspection ( <i>private property</i> ).....	1054
Median Opening R.O.W. ....	1102
On-site Paving Inspection .....	1058
Paving Fire Lane .....	1052
Paving Site/Parking Lot .....	1053
Plumbing Water Meter Vault R.O.W. ....	2045
Right Turn Lane R.O.W.....	1101
Right of Way Sewer R.O.W.....	5040
Right of Way Work Final R.O.W. ....	5050
Sewer Tap R.O.W. ....	2051
Sidewalk in R.O.W.....	5010
Site Drainage/Grading ( <i>form letter from engineer</i> ).....	9900
Storm Drain Inspection R.O.W. ....	1055
Traffic Barrier Protection R.O.W. ....	1100
Water Meter R.O.W. ....	1027
Water Meter Pre-Install, R.O.W. ....	1028
Water Test in R.O.W. ....	1040
Water Meter/Service Com. Final R.O.W. ....	1051
Water Service Tap R.O.W.....	1022
Water in R.O.W./Easement in R.O.W.....	5030

#### New Commercial Buildings, Additions, Finish Outs, Remodels

Building Foundation.....	2001
Second Level Foundation/Pier .....	2002
Third Level Foundation/Pier changes inside .....	2003
Building General Site Inspection .....	1000
Building Rough/Framing .....	3040
Building Work Final.....	4040
Electrical Ceiling Rough.....	3011
Electrical Service .....	1010
Electrical Under Floor .....	2010
Electrical Wall Rough .....	3012
Electrical Work Final .....	4010
Foundation Pre-Pour Commercial.....	1902
HVAC Insulation After Rough.....	3034

HVAC Rough .....	3030
HVAC Work Final .....	4030
Insulation .....	3067
Landscape Final .....	4035
Med Gas/Vac Final .....	4023
Med Gas/Vac Rough.....	3022
Moisture Barrier.....	3045
Plumbing Gas Rough & Test .....	3021
Plumbing Grease/Sand Interceptors .....	2022
Plumbing Rough/Setback/Commercial .....	2025
Plumbing Sewer .....	1021
Plumbing Top-out Commercial.....	3020
Plumbing Work Final .....	4020
Night Zoning/Glare Ordinance .....	4036
Zoning/S.U.P./Planned Development.....	4037
SWPPP Final.....	4038

#### Occupancy Application

C.O./Zoning/Sign Final.....	4064
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#### Single Family, Duplex Addition/Remodel

Building/Energy Final .....	4063
Building (Framing) .....	3066
Covered Porch Framing.....	3044
Electrical/Energy Final.....	4062
Electrical Rough/Energy .....	3064
Foundation .....	2001
Foundation Pre-Pour Residential .....	1901
Fireplace ( <i>masonry</i> ).....	3043
HVAC/Energy Final .....	4004
HVAC Rough/Energy.....	3063
Insulation .....	3067
Plumbing PRV Final .....	1030
Plumbing Rough/Sewer/Setbacks/Gas.....	2020
Plumbing Top-Out .....	3065
Pre-Brick.....	3042
Temporary Electric Pole .....	1011
Utility Release/Plumbing/ Energy Final .....	4005
Blower Door Test.....	4006
Walk & Approach in R.O.W. ....	1056

#### Swimming Pools/Spas

Pool Elec. Bond/Ground/Setbacks .....	1012
Pool Final.....	4042
Pool Gas Rough/Wrap/Test.....	1025
Pool/Hot Tub/Plumbing, Elec./Zoning.....	1061
Pool P-Trap.....	1029

#### Special Inspection

Pre-Brick ( <i>fee required</i> ) .....	3042
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#### Temporary Heat (Gas/Electric)

Electric ( <i>application &amp; fee required</i> ).....	6015
Gas and Electric ( <i>application &amp; fee required</i> ) .....	6060
Gas Test & Connection to Furnace ( <i>application &amp; fee required</i> ).....	6020
Temporary Electric Pole .....	1011

#### Water Heater

Water Heater Final .....	4021
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