

WELCOME!

In an effort to streamline our operations and improve customer service, the City of Colleyville's Building Inspection Department has implemented an interactive voice response (IVR) system.

You can use the Voice Permits System 24 hours a day, 7 days a week, 365 days a year to do many things:

- Schedule an Inspection
- Reschedule an Inspection
 - Cancel an Inspection
- Check Inspection Status
- Obtain Inspection History



Things To Know

*All inspection requests received after 7:00 am will be automatically scheduled for the next business day.

Our IVR system is programmed to automatically prompt you on how to leave a voice message for the inspector; just follow the voice command options.

***R**-following an inspection code defines residential inspection.

***C**-following an inspection code defines commercial inspection.

***Miscellaneous** inspection codes can be used with a voice message when an inspection code is not specifically identified.

*When selecting a **miscellaneous** inspection type it is recommended that you leave a detailed voice message for the inspector.

*If you experience any problems using or accessing the IVR system report it to the Building Inspection Department 817-503-1030.



100 Main Street
Colleyville, Texas 76034

Voice Permits System (817)350-6321

Choose Your Option

When the IVR system answers your call you'll hear the following options:

Press [1] to Schedule an Inspection
Press [2] to Cancel/Reschedule an insp
Press [3] to Obtain Inspection Results
Press [0] to Transfer to Staff
Press [#] to Disconnect and hang up
Press [*] for Additional Information

The system will prompt you each step of the way. You may perform multiple transactions during each call. At the end of the call you will be issued a confirmation number which is necessary to obtain your inspection results.

YOU MUST WAIT FOR A CONFIRMATION NUMBER.

IF YOU DO NOT RECEIVE A CONFIRMATION

How It Works

To use the City of Colleyville's Voice Permits System, just dial:

(817) 350-6321

Follow the simple instructions. It's available 24 hours a day, 7 days a week.



Colleyville City Hall

What You'll Need

- A touch-tone telephone.
- A site-specific Permit Number.
- Inspection Code(s).

You will be prompted through the entire process. Press [*] at any time for general information on how to use the system and/or return to the previous menu.

Inspection Codes

RESIDENTIAL (R)

BUILDING:

1097 **Building Final-R
1000 Brick Ties
1020 Foundation-R
1025 Framing-R
1040 Lath-R
1720 Masonry Fireplace-R
1099 Miscellaneous-R
1050 Seconds-R
1055 Sheathing-R
1203 Tub Enclosure-R

DEMOLITION:

1011 **Demolition Final-R
1015 Erosion Control-R
1012 Public Works Demo
1750 Tree Protection-R

ELECTRICAL:

1198 **Electrical Final
1105 Electrical Rough-R
1110 Electric Meter-R
1115 Temporary Pole-R
1120 Underground Elect-R

FENCE:

1711 **Fence Final-R
1021 Footing-R

HVAC

REPLACEMENT:
1398 **Mechanical Final

IRRIGATION:

1297 **Irrigation Final

MECHANICAL:

1398 **Mechanical Final-R
1300 Mechanical Duct-R
1305 Mechanical Rough-R

RESIDENTIAL (R)

PLUMBING:

1298 **Plumbing Final-R
1235 **Sewer Line Final-R
1237 **Shower Pan Final-R
1236 **Water Line Final-R
1296 **Wtr Heater Final-R
1205 Gas Line-R
1240 Gas Meter-R
1299 Gas Test-R
1215 Plumbing Rough-R
1220 Plumbing Top Out-R
1245 Water Service-R

POOL/SPA:

1739 **Pool Final-R
1730 Pool Belly-R
1731 Pool Deck-R
1732 Pool Pre-Plaster-R
1225 Pool P-Trap-R
1205 Gas Line-R
1120 Underground Elect-R

PUBLIC WORKS

(Right-of-Way):
1070 Drive Approach-R
1082 Sidewalk-R

ROOF:

1095 **Roof Final-R

SOLAR PV SYSTEM

1190 **Solar PV Final

WATER HEATER

REPLACEMENT:
1296 **Wtr Heater Final-R

Inspection Codes

COMMERCIAL (C)

BUILDING:

2097 **Building Final-C
2094 **Shell Bldg Final-C
2003 Above Ceiling-C
2000 Brick Ties-C
2720 Fireplace-C
2020 Foundation-C
2025 Framing-C
2030 Grade Beams-C
2040 Lath-C
2009 Miscellaneous-C
2080 Paving-Fire Lane-C
2050 Seconds-C
2055 Sheathing-C
2078 Wall Rough-C

DEMOLITION:

2011 **Demolition Final-C
2015 Erosion Control
2012 Public Works Demo
2750 Tree Protection-C

ELECTRICAL:

2198 **Electrical Final-C
2100 Above Ceiling-C
2110 Electric Meter-C
2105 Electrical Rough-C
2115 Temporary Pole-C
2120 Underground Electric-C

FENCE:

2711 **Fence Final-C

HVAC

REPLACEMENT:
2398 **Mechanical Final-C

IRRIGATION:

2297**Irrigation Final-C

COMMERCIAL (C)

MECHANICAL:

2398 **Mechanical Final-C
2310 Grease Duct-C
2315 Grease Duct Wrap-C
2300 Mechanical Duct-C
2305 Mechanical Rough-C

PLUMBING:

2298 **Plumbing Final-C
2205 Gas Line-C
2240 Gas Meter-C
2299 Gas Test-C
2250 Grease Trap-C
2215 Plumbing Rough-C
2220 Plumbing Top Out-C
2230 Sewer Line-C
2245 Water Line-C

POOL/SPA:

2239 **Pool Final-C
2730 Pool Belly-C
2731 Pool Deck-C
2225 Pool P-Trap-C
2732 Pool Pre-Plaster-C
2205 Gas Line-C
1120 Underground Elect-C

PUBLIC WORKS

(Right-of-Way):
2070 Drive Approach-C
2080 Sidewalk-C

ROOF:

2095 **Roof Final-C

SIGN:

2760 **Sign Final-C

WATER HEATER

REPLACEMENT:
2296 **Wtr Heater Final-C

WAIT FOR A CONFIRMATION NUMBER.

WITHOUT A CONFIRMATION NUMBER, YOUR
INSPECTION WAS NOT SCHEDULED.