



REGULATIONS COVERING  
**FYI - INSPECTIONS**  
CITY OF HEMET BUILDING DIVISION  
445 E FLORIDA AVENUE, HEMET, CA 92543  
(951) 765-2475

INFORMATION  
BULLETIN  
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This handout is designed to answer a few questions regarding inspections. If you have questions for an inspector, they are available from 8:00 am- 8:30 am Monday thru Friday. Inspections are performed between 8:30 am - 4:00 pm Monday thru Friday. You can request inspections on our 24 hr line at (951) 765-2428. Our inspections are next working day from the date the inspection is requested.

**What paperwork am I required to leave on the job site for the inspector?**

The Building Inspector will need to have your Permit Inspection (Job) Card as well as the Approved Plans on the job site in order to perform the inspection. The Approved Plans are the plans that have been stamped and signed by all applicable divisions and given to you when you obtain your permit.

**Does someone need to be at the job site for the inspection?**

On small residential projects, such as patio, decks, pools and re-roofs, where the work can be inspected without entering the occupied portion of the house or garage, the inspections can be performed without the owner or contractor present. Be sure to allow access to the area to be inspected and make sure that dogs or other animals are secured. If a ladder is required to access the area where the work was performed, an OSHA rated ladder must be secured to the building for the Inspector to use. In addition, be sure to leave the Permit Inspection (Job) Card and the Approved Plans on the site for the Inspector.

On larger projects or projects where the Building Inspector will need to inspect inside the occupied home, an adult will need to be present during the inspection. If a contractor is in charge of the work, we recommend that they be present during the inspection in order to consult with Inspector if any problems are identified.

**How can I find out if an inspection was approved?**

There are a few different ways that you can find out if an inspection was approved by the Building Inspector. One way is to visit the job site and look at the Permit Inspection (Job) Card. If the inspection was approved, then the Inspector will sign and date that specific inspection entry on the card. If corrections are required, the Inspector will typically write a Correction Notice and leave it with the Permit Inspection (Job) Card.

Another way to check the status of the inspection is to call the Building and Safety Department the day after your inspection at (951) 765-2475, the office staff can give you the status on a particular inspection ( Please Note: you must have your permit number in order for the staff to help you with your inquiry). Please be aware that the inspection results are not entered into the computer until the next working day.

**When do I get my electrical and gas utilities turned on?**

Generally, when the electrical work is finished you need to come in and apply for Temporary Power. You will be required to fill in a form and pay the necessary fee for the inspection. After the inspection, the inspector will notify Southern California Edison that temporary power has been approved for the job site

so that the owner or tenant can schedule the service date. If the inspector has determined that Temporary Gas is needed to the job site, you will be required to fill in a form and pay the necessary fee for the inspection. You will also be required to leave a \$2000.00 dollar deposit. The same procedures mentioned above will be followed with Southern California Gas.

Upon final inspection when a building project has passed final inspection and all of the required Departments have granted a final approval for the project, the Building and Safety Division Inspector will release electrical and gas clearances to the utility providers so that they can work with the tenant or owner to schedule a service date.

**What is a Special Inspector?**

In addition to the inspections provided by the regular City Building Inspectors, the Uniform Building Code mandates that the owner, engineer, or architect acting on behalf of the owner employ one or more special inspectors who shall provide inspections during construction on certain types of critical structural elements. It is critically important to note that these Special Inspectors are not on the project in lieu of the regular City Building Inspector, but rather they are on the project in addition to the regular City Building Inspector and they should work closely with one another. All Special Inspectors must register with the City before conducting any inspections, please refer to *Information Bulletin # 142*. If a special inspector is required, it should be noted on the plans or you may be advised by the building inspector.

**What if I need and after hours inspection?**

You will need to come in and request the inspection ahead of time. There is no guaranty that there will be someone available. Once the inspection has been requested, you will then be notified if someone is available. You will be required to pay for the inspection time. There is a minimum of two hours. The applicant will need determine before he and how much time they need.