



City of Atlanta

Department of Planning & Community Development

OFFICE OF BUILDINGS – Inspection Division

55 Trinity Avenue, Suite 3800

Atlanta, Georgia 30303

(404) 865-8400

www.atlantaga.gov

BUILDING AND TRADE INSPECTION REQUEST FYI

- ✓ Inspection requests received before 3pm will be inspected within 2 business days after inspection is scheduled.
- ✓ If you are requesting a trade inspection, the specific trade permit number is needed and not the Building Permit number associated with the job.
- ✓ You will need to have all approved permits listed.
- ✓ All combination inspection requests have to be for same job address.
- ✓ To schedule: **Arborist Inspections** call (404) 330-6836 or **Erosion Control / Site Inspections** call (404) 546-1305.
- ✓ Some inspections can be conveniently scheduled by calling (404) 658-6800. Applicants who complete the building inspections application in the Accela system can schedule an inspection via the Accela system on the Citizen Access site by visiting: https://aca.accela.com/atlanta_ga/
 - Inspections can be scheduled by the applicant, expediter or contractor (with correct information).
 - Non-compliance will result in a failed inspection and required re-inspection as soon as problems are corrected.
 - Inspectors return to the office every afternoon to enter results from day's inspections into computer.
 - Stamped approved plans are required for all inspections
- ✓ The Plumbing Division inspects all plumbing permits (and sprinkler permits) for code compliance. The Plumbing division also approves sewer taps and checks sealing at penetrations.