



DEPARTMENT OF PERMITS & INSPECTIONS
COMMERCIAL REINSPECTION INSPECTOR SIGNOFF SHEET

ADDRESS OF PROPERTY:			
DATE OF INSPECTION:			
DIVISION	APPROVED	REJECTED	REMARKS
FIRE PREVENTION (757) 393-8689			
BUILDING (757) 393-8531			
MECHANICAL (757) 393-8531			
PLUMBING (757) 393-8531			
ELECTRICAL (757) 393-8531			
WATER QUALITY CONTROL (757) 393-8561			

COMMERCIAL REINSPECTION HOURS 2:00 P.M. – 4:00 P.M.

**INSPECTORS MUST HAVE ACCESS AND THE ADDRESS MUST BE VISIBLE FROM PUBLIC RIGHT OF WAY
PLEASE RETURN SIGNED CHECKLIST TO THE DEPARTMENT OF PERMITS & INSPECTIONS**

PREVIOUS USE	
PROPOSED USE	
PROPOSED OCCUPANCY LOAD	
CONSTRUCTION TYPE	

FLOOR PLAN ATTACHED (PLEASE CHECK BOX) –

CERTIFICATE OF OCCUPANCY WILL BE ISSUED 3-5 BUSINESS DAYS AFTER THE CHECKLIST IS SUBMITTED

