Department of
Licenses and Inspections
CITY OF PHILADELPHIA

L&I Interactive Voice Response (IVR)

Inspection Scheduling Instructions

Overview

The Department of License and Inspections (L&I) conducts permit inspections at key points in construction project. Use the L&I Interactive Voice Response (IVR) phone system to schedule, cancel, reschedule, check results and access plan review.

Schedule by Phone

Step 1: Dial 215-255-4040

Step 2: Make a choice from the menu and enter the corresponding keypress.

- **Press [1]** to schedule an inspection
- **Press [2]** to cancel or reschedule an inspection
- **Press [3]** to check inspection results
- **Press [4]** to access plan review
- **Press [0]** to speak to department staff

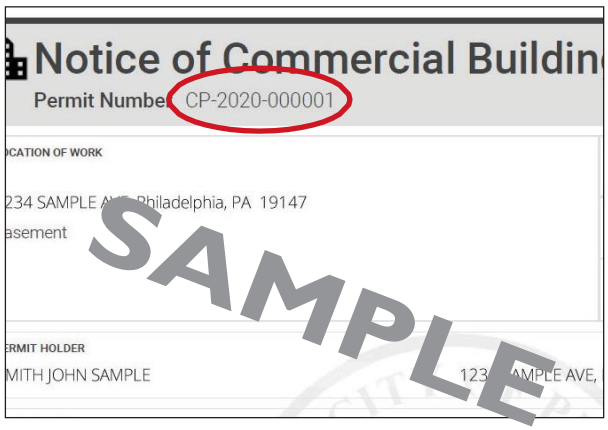
Step 3: Follow the spoken prompts for entering your permit number, inspection code, and other details. See explanation below.

Entering your Permit Number

You will find your 2-letter, 10-digit Permit Number at the top of your permit certificate. Spoken prompts will guide you through the process to enter your permit number:

A. Select the keypress that corresponds with the first letter of your permit.

- For A – E, press 1.
- For F – O, press 2.
- For P – R, press 3.
- For S – Z, press 4.
- For numeric permits, press 5.



B. Listen for your 2-letter Permit Type and press the corresponding key.

C. Enter the 10-digits at the end of your Permit Number.

> *Example:* In order to enter the sample Permit Number CP-2020-000001, you would:
>
> 1. Press 1, since the first letter is C.
> 2. Listen for and enter the keypress that corresponds with "CP or Commercial Building Permit".
> 3. Enter 2-0-2-0-0-0-0-0-0-1 to complete the process.

Inspection Codes

BUILDING

001	Initial Site Inspection
101	Footing Inspection
103	Foundation Footing Inspection
105	Foundation Wall Inspection
107	Damproofing & Backfill Inspection
111	Preconstruction Meeting
201	Underslab Inspection
207	Fire Suppression Service Inspection
301	Exterior Framing Inspection
307	Fire Suppression Rough Inspection
309	In-Wall Framing Inspection
311	Above Ceiling Framing Inspection
313	Interior Framing Inspection
401	Insulation Inspection
501	Wallboard Inspection
601	Prefinal Walkthrough Inspection
607	Fire Suppression Testing Inspection
701	Final Inspection
707	Fire Suppression Final Inspection
901	Installation Inspection
903	Removal Inspection
905	Progress Inspection
907	Site Grading Inspection
909	Flood Plain Inspection
914	Temporary Certificate of Occupancy
999	Next Inspection

CONTRACTUAL

014	Initial Site Safety Inspection
756	Final Demolition Inspection
808	Demolition Progress Inspection
810	Prefinal Demolition Inspection
926	Notice Distribution Posting Inspection
928	Adjacent Wall Inspection

MECHANICAL

303	Mechanical Rough Inspection
403	Mechanical Insulation Inspection
603	Mechanical Testing Inspection
703	Mechanical Final Inspection

PLUMBING

205	Plumbing Service Inspection
305	Plumbing Rough Inspection
605	Plumbing Testing Inspection
705	Plumbing Final Inspection

TEMPORARY TENT PERMIT

003	Temporary Structure Inspection
709	Temporary Structure Removal Inspection

VIRTUAL INSPECTIONS

811	Virtual Roofing Inspection
813	Virtual Wall Covering Pre-Coat Inspection
819	Virtual Deck Final Framing Inspection
827	Virtual Tank Removal Inspection
842	Virtual Footing Inspection
855	Virtual Installation Inspection