



INSPECTION REQUESTS

Building & Safety Inspections

Inspections may be scheduled up to ten (10) days in advance through the City's online system, and a limited number of inspections are available beginning at 9:00am each day for 24-hour, next day inspections using the City's online or automated telephone systems. All building inspections are scheduled by the assigned building inspector for a morning (8:00am-12:00pm) or afternoon (12:00pm-4:00pm) window; inspection window notification occurs the evening prior to the scheduled inspection day.

- **Online:** Please visit the MyOBC Online Business Center (MyOBC) at apps.beverlyhills.org/obc to schedule an inspection online. MyOBC makes it easier for customers to manage inspections and other administrative elements throughout the life of a construction project. Users must be associated to their permits via their email address. **Inspections may be scheduled up to ten (10) days in advance, only by using the online scheduling system.**
- **Telephone:** 24-hour, next business day inspections can be made by telephone at **(310) 285-2534**, using the automated Interactive Voice Response (IVR) system. **Advance, 10 day inspection scheduling is not available through the telephone IVR system.**

Public Right-of-Way Inspections

If you are working in the public right of way under a Public Right-of-Way Use or non-franchise utility Excavation permit, please schedule your inspection per the "Building & Safety Inspections" methods above. If you are working in the public right of way under a franchise Utility permit, please contact Permitting staff at (310) 285-1141 to schedule an inspection with a Public Works Inspector.

Fire Sprinkler, Fire Alarm, Fire Life Safety Inspections

For rough fire alarm inspections, please schedule with your Building Inspector per the directions in the *Building & Safety Inspections* section above.

For all other rough and final inspections, please schedule your inspections directly with the Fire Department-Prevention Division:

- **Sheldon Zell** (310) 281-2718
- **Eddie Gamboa** (310) 281-2717

After-Hours Special Inspections

If you would like to schedule an after-hours special inspection (inspection conducted any time other than Monday-Friday, 8a-5p), please obtain preliminary approval from your assigned project building inspector. Once you have obtained cursory approval from your inspector, please submit the [Special Inspection & Supplemental Plan Review](#) form along with payment at the Permit Center.

Important Construction Notes

- The professional of record shall provide the City of Beverly Hills as-built, digital-format plans upon completion of construction, and prior to final building inspection. [Professional's Certification of Digital-Format Plans](#)
- Construction work hours are Monday - Friday (8:00am-6:00pm). You are required to adhere to the [Construction Activity Regulations](#) when engaging in construction within the City of Beverly Hills.
- If you are performing construction in the public right-of-way, you must refer to and comply with the [Public Works' Standard Details](#).

To obtain additional information, please visit the City's building inspection web page at www.beverlyhills.org/inspection