



PRINCE GEORGE'S COUNTY
Department of Permitting,
Inspections and Enforcement
Inspections Division



**INSTRUCTIONS TO REQUEST INSPECTIONS FOR
RESIDENTIAL AND COMMERCIAL BUILDING
PERMITS ONLY**

Inspections are only scheduled through AIRIS or online and must be performed within six months of permit issuance to keep the permit active.

- 1) Call the County's Automated Inspection Request/Information System (AIRIS) at (301) 883-5390, from 7:00 a.m. until 11:00 p.m., to request an inspection for the next business day. You may also schedule inspections online at <http://DPIE.mypgc.us>. Inspections are performed from 9:00 a.m. until 2:30 p.m. Please plan to be on site with your permit and approved plans, as required, during this timeframe.
- 2) Enter 1 to Schedule an Inspection.
- 3) Enter your telephone number with area code followed by the # sign.
- 4) Enter the FIRST GROUP of numbers from your Case Number (top right-hand corner — this represents your permit ID) followed by SECOND GROUP of numbers (this represents the year of your permit) followed by the # sign. **DO NOT enter the last two revision numbers.**
- 5) Enter the three-digit Inspection Code followed by the # sign — see list below.
- 6) Enter the # sign again if you want your inspection for the next day. If you wish to pre-schedule for another day (*up to seven days in advance*), enter the four digits for the month and day followed by the # sign.
- 7) The system will repeat the information you entered for verification. Press # sign to verify the information is correct or * sign to re-enter the information. Once all fields are entered correctly, you will receive a Confirmation Number for your records. If the Automated System is not in service, please contact the Inspections Division at (301) 883-3820.

INSPECTION CODES:

**BUILDING, MECHANICAL AND
RESIDENTIAL ELECTRICAL**

100	Inspector to Return Call
101	Initial Inspection
102	Pre-Construction
103	Routine Inspection
104	Lift Stop Work Order
106	Use and Occupancy
107	Final Inspection
110	Footing
111	Foundation Wall
112	Backfill/Drain Tile
114	Framing
115	Slab
116	Close-In
151	Bond and Ground
152	Rough Wire Wall
153	Rough Wire Ceiling
154	Trench Concealment
155	Cut-In (Heavy-up)
156	Work with Cut-In

COMMERCIAL ELECTRICAL

200	Inspector to Return Call
201	Initial Inspection
203	Routine Inspection
204	Lift Stop Work Order
206	Use and Occupancy
207	Final Inspection
250	Pole Service (Commercial/Residential)
251	Bond and Ground
252	Rough Wire Wall
253	Rough Wire Ceiling
254	Trench Concealment
255	Cut-In (Heavy-up)
256	Work with Cut-In
257	Rough Wire Slab
258	Generators/Solar Panels (Commercial/ Residential)

OTHER INSPECTIONS:

THIRD-PARTY INSPECTION PROGRAM: Call (301) 883-3820 to schedule pre-construction meetings.

SITE DEVELOPMENT INSPECTIONS: Call (301) 883-3820 to schedule inspections.

HEALTH INSPECTIONS: Call (301) 883-7690 to schedule U&O inspections for existing food facilities; (301) 883-7681 to schedule inspections for existing wells, septic systems and swimming pools; or (301) 883-7621 to schedule inspections for new food facilities, wells, septic systems and swimming pools.

ENFORCEMENT DIVISION INSPECTIONS: Call (301) 883-6100 or (301) 883-6168 for UTZ Permits, signs (Note: Signs may also require a Commercial Electrical Inspection), etc.