

After Hours Inspections



Did you know that you may request an “after hours inspection” for your project, based on certain criteria?

The City offers “after hours inspections,” which are those inspections that are requested to be conducted before or after the normal business day. Inspectors’ normal work hours are Monday through Friday, from 7 a.m. until 4:30 p.m., with only the first hour and last half-hour of each day available at the office. The remaining part of the work day is spent doing inspections.

There are occasions where the pace of construction, site conditions, or other project parameters may exist which require additional City services. A site inspection may be necessary outside of normal business hours. However, after hours inspections are subject to staff availability.

To start, an Agreement for After Hours Inspection is required. Agreement forms are available at the Community Development Department public counter. A fee of \$176 per inspector (i.e., electrical, mechanical, plumbing) will be due at the time you submit your Agreement. The inspector will request your original fee receipt on the job site at the time services are rendered. If you require more than one inspector -- for instance, electrical and mechanical -- each inspector will request a separate original fee receipt. If an inspection exceeds four hours worked on a single call, an additional fee of \$44 per hour is due to the City on the next normal business day.

If you would like to request an after hours inspection, please provide two working days notice by 3:30 p.m. to allow for scheduling arrangements to be made.

If you have any questions, please contact City staff at (805) 449-2500.

Published by the City of Thousand Oaks
Community Development Department
2100 Thousand Oaks Boulevard
Thousand Oaks, California 91362
(805) 449-2500 (Building Division)
www.toaks.org



Our Service Philosophy

Extraordinary service is our purpose and product

We will.....

- Listen and be open;*
- Care and be friendly;*
- Respond and be responsible;*
- Be accessible and fair;*
- Be professional and creative.*



OUTSIDE AGENCIES (805 area code)

Ventura County Fire Department.....	389-9733
Conejo Valley Unified School District...	497-9511
Calleguas Municipal Water District.....	526-9323
California American Water District.....	498-6770
California Water Service.....	497-2757
Camrosa Water District.....	482-4677
Triunfo Sanitation District.....	658-4605
Ventura County Sheriff Department.....	494-8256
Ventura County Flood Control.....	654-2001
Conejo Recreation & Park District.....	495-6471
Ventura County Environmental Health.....	654-2813
Air Pollution Control District.....	645-1400
T.O./Westlake Regional Chamber of Commerce..	370-0035



In compliance with the Americans with Disabilities Act, those needing special assistance to read this publication should contact the Building Division, (805) 449-2500. Notification will enable the City to make reasonable arrangements to ensure accessibility to the information in this publication.

*Printed on recycled paper.
Updated 6/00*

After Hours Inspection criteria:

- ◆ Fee of \$176 per inspector prepaid to the City at the Community Development Department public counter. Original receipt to be provided to each inspector at the job site.
- ◆ Signed Agreement for After Hours Inspection delivered to the Community Development Department public counter by 3:30 p.m. two working days prior to the time of the inspection.
- ◆ Availability of a qualified inspector verified for the requested inspection time.
- ◆ Authorization from the Building Official or his representative.

You will be contacted with the Building Official’s authorization by the close of the business day prior to your requested inspection.

