

Preconstruction Meetings

Preconstruction meetings are designed to provide you with the best in customer service. These meetings are not mandatory! However, we highly recommend that you take advantage of this service. Why? Because it is at these meetings that we will walk you, step by step, through the processes necessary to get you to your Certificate of Occupancy faster, which means money to you, and service to *your customers*.

During these meetings, we will review your plans with you and give you heads up pointers on critical items and issues to expedite your preparation. We will review options for scheduling inspections and point out our policies and procedures, all of which are provided for you in the **Preconstruction Package**, which has been attached to your approved plans. This is your opportunity for you and your subcontractors to ask questions about code interpretations and materials use.

Preconstruction meetings should be requested after you have secured your approved plans and permits, by calling 633-1585 or by calling our Senior Inspectors at 633-1587 or 633-1859.