



City of Union City – Economic and Community Development Department
Building Division
34009 Alvarado-Niles Road
Union City, CA 94587
(510) 675-5313
Fax (510) 475-7318

SCHEDULING YOUR INSPECTION

The Union City Building Division performs inspections on all projects that require a building, electrical, mechanical, plumbing and/or residential fire sprinkler permit.

The Alameda County Fire Department inspects all Fire Alarm Monitoring Systems, all Commercial Ansul and Hood Suppression Systems, and all commercial fire sprinkler permits (not including Smoke and Carbon Monoxide Alarms).

To schedule your inspection with the Building Division, please call (510) 487-0711.

- Inspections will automatically be schedule for the next business day. **You may only schedule an inspection one business day in advance.**
- Inspections may be scheduled until 6:00 a.m. on the morning of the inspection.
- Inspection requests left after 6:00 a.m. will be scheduled for the following business day.
- **DO NOT forget to look at the Building Division's Operating Calendar.** The City does not perform inspections on Saturdays, Sundays, Observed Holidays by the City and on Alternating Fridays.

When calling to request an inspection, the following information is needed to schedule your request, simply leave a message after the beep with your:

1. **Permit Number**
2. **Project Address**
3. **Type of inspection and,**
4. **Whether you would like an AM or PM inspection.**
 - AM inspections are performed between 8:00a.m. - 12:00noon.
 - PM inspections are performed between 12:00noon - 4:00 p.m.

The inspectors and staff will not be able to give an estimated time of arrival, as they cannot predict how long they will be at each job site.

To confirm your inspection or speak to your inspector, you may call the Building Division at (510) 675-5313 the day of your scheduled inspection between 8:00am – 9:00am.

NOTE:

- *Inspectors will not enter a yard where dogs are loose.*
- *Inspectors will not go through gates.*
- *Contractor/Applicant and Job Card/Approved Plans shall be on site during your requested time.*

ALAMEDA COUNTY FIRE DEPARTMENT INSPECTIONS:

The Alameda County Fire Department inspects all Fire Alarm Monitoring Systems, all Commercial Ansul and Hood Suppression Systems, and all commercial fire sprinkler permits (not including Smoke and Carbon Monoxide Alarms).

To schedule a fire inspection, contact the Alameda County Fire Department at (510) 675-5470 two (2) working days prior to your desired inspection date.