

**William Peduto**  
*Mayor*



**Maura Kennedy**  
*Director*

RE: Overtime Inspection Requests on Construction Permits:

DATE: Effective September 27, 2017

Due to current staffing levels and demand, PLI will be offering overtime inspections to accommodate all inspections within 5 days from request.

To schedule an inspection as a permit holder:

1. Contact the inspector listed on your permit.
2. Inspector will determine availability. If they are unable to fit you in during normal working hours, they will tell you to contact a supervisor.
3. The supervisor will schedule a time for inspection and assign an inspector. Please have your permit number and paperwork available for scheduling.
4. A minimum payment of \$150 will be required. Any inspections taking longer than 3 hours will be an additional payment of \$50/hour.
5. Please provide a check payable to Treasurer, City of Pittsburgh.

Please refer any questions directly to your inspector or contact our mainline at 412-255-2175