



Scheduling Inspections

City of Black Hawk
PO Box 68
Black Hawk, CO 80422-068
www.cityofblackhawk.org

BUILDING OR ELECTRICAL INSPECTIONS:

PLEASE E-MAIL: planning-inspections@cityofblackhawk.org

The following information must be included in the **body of the email** for an inspection request, or the inspection cannot be scheduled.

- Permit number**
- Property address and location of work area**
- Specific type of inspection required**
- Contact name, telephone number and email address**
- Date you would like the inspection to occur**

Inspections are available Monday through Friday between the hours of 8am and 5pm. Your request must be **received by 3pm** to schedule the inspection for the next business day.

PUBLIC/PRIVATE IMPROVEMENT AND PLANNING INSPECTIONS:

PLEASE E-MAIL: cpdinquiry@cityofblackhawk.org

The following information must be included in the **body of the email** for an inspection request, or the inspection cannot be scheduled.

- Permit number**
- Property address and location of work area**
- Specific type of inspection required**
- Contact name, telephone number and email address**
- Date you would like the inspection to occur**

Inspections are available Monday through Friday between the hours of 8am and 5pm.
Please allow a minimum of **48 hours** to schedule an inspection for a Public Improvement.

FIRE DEPARTMENT INSPECTIONS:

Fire Inspections are scheduled Tuesdays and Thursdays, upon availability. To schedule a fire inspection, please contact the Fire Department directly at **303-582-2248**.

FIRE INSPECTIONS: Construction inspections conducted by the Fire Department include sprinkler and alarm inspections as well as those required with new construction and remodels. Fire inspections shall be requested a minimum of 5 days in advance. Requests received after 5:00 p.m. will be processed on the next business day.

CONVEYANCE PERMIT INSPECTIONS:

PLEASE E-MAIL: Holtru@comcast.net.

The following information must be included in the **body of the email** for an inspection request, or the inspection cannot be scheduled.

- Conveyance number**
- Property address and location of work area**
- Specific type of inspection required**
- Contact name, telephone number and email address**
- Date you would like the inspection to occur**

Inspections are available Monday through Wednesday, between the hours of 8am and 5pm.

IT IS THE APPLICANTS RESPONSIBILITY TO EMAIL A COPY OF THE COMPLETED INSPECTION CARD BACK TO THE APPROPRIATE EMAIL AFTER THE FINAL INSPECTION IS COMPELTE. A FEE, IN ACCORDANCE WITH THE CURRENT BLACK HAWK FEE SCHEDULE, WILL BE ASSESSED FOR FAILURE TO RETURN THE COMPLETED INSPECTION CARD.