

# City offices will be closed Friday, 12/24/21 reopening Monday, 1/3/22.

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## *Development Services Department Key December Dates*

### **BUILDING DIVISION**

***Inspections available***  
**Monday, 12/27 - Thursday, 12/30.**

**Building inspections can be scheduled at  
[permitsonline.roseville.ca.us](http://permitsonline.roseville.ca.us)**

Should customers experience issues with the online scheduling system, building inspections can be scheduled by calling (916) 774-5490 no later than 11:30 p.m. the night before and leaving a message with contact information, permit number and requested inspection type.

### **FIRE DEPARTMENT**

***Inspections available***  
**Monday, 12/27 - Thursday, 12/30.**

**Fire inspections can be scheduled at  
[permitsonline.roseville.ca.us](http://permitsonline.roseville.ca.us)**

Should customers experience issues with the online scheduling system, fire inspections can be scheduled by calling (916) 774-5832 and leaving a message with contact information, permit number and requested inspection type.

### **PLANNING DIVISION**

**Site inspections must be scheduled  
no later than Monday, 12/20 in order  
to be completed prior to the  
holiday closure.**

Planning staff will be unavailable  
during the holiday closure.

### **PERMIT CENTER**

**To have SFDs made ready to issue prior to  
the closure, submit applications on or  
before Friday, December 3.**

For those utilizing the drop box or mail to submit payment of permit fees, checks must be received at the Permit Center on or before Tuesday, December 21 to be issued prior to the holiday closure.

Permit Center staff will be unavailable  
during the holiday closure.

### **ENGINEERING DIVISION**

***Limited underground and  
roadway inspections available***  
**Monday, 12/27 - Thursday, 12/30.**

**To schedule an Engineering inspection,  
please leave a message with contact  
information, permit and Citywide job  
number, 24 hours in advance of needed  
inspection at (916) 746-1321.**

Engineering plan check staff will be  
unavailable during the holiday closure.

### **CODE ENFORCEMENT**

To register a Code Enforcement complaint, call (916) 774-5501 and leave a message with contact information and the nature and address of the complaint.

*Thank you,  
The Development Services Staff*