

In an effort to improve the process for sign inspections, the City of Brentwood has developed a new inspection process for sign installations.

We now offer an “In Progress” inspection for signs installed in Brentwood

What does this mean?

Now, instead of calling in for an inspection after the installation is complete, you can schedule your ***In Progress*** inspection while you are on site, doing the installation – no need to return on another day!

- Simply call in the inspection by 4pm the day before you want it
- Request either an AM or PM **rough electrical or rough frame inspection**, and
- Ensure you will be approximately half way through the installation. The Inspector will need to see the electrical component installation and/or the mounting methods
- **Note:** Each letter must be bonded and, if electrical, an exterior disconnect must be installed
- Make sure to leave the permit card on site with the business owner

How does this help our Sign Contractors?

If approval is received during your ***In Progress Inspection***, you will not be required to be on site for the final inspection. The City will schedule a final inspection within 2 weeks to verify the sign installation is complete and complies with the approved plans. The City will then sign off the permit card for a final inspection (provided it has been left on site).

Our Goal

Make the inspection process more cost effective for sign contractors to encourage compliance with the permitting/inspection process.

We encourage you to take advantage of this streamlined process. However, if you prefer to continue to arrange for an on-site final inspection, you may still do so. The City will require you to have a representative and all necessary tools on site to perform a complete inspection.

If you have any questions or comments, please give us a call at (925) 516-5405. We welcome your feedback!