



Building Inspection

Inspection Requests: (804) 843-3330

Office Hours: Monday thru Friday 8:30 a.m. – 5:00 p.m.

The plans approved by The Town Of West Point must be available on the job site. The building permit, building permit number, and site address must be posted within public view

To request an inspection you must provide: 1. Permit Number

2. Type of Inspection

All inspections must be requested prior to 4:30 p.m. to be scheduled for the next business day. While we will make every effort to perform the inspection on the scheduled date, please allow 2 business days for completion of each inspection requested. **Please note:** Arrival can be requested for footings (1 hr timeframe), floor joist inspections (a.m. or p.m.), and inspections that require entry into an occupied structure (a.m. or p.m.) all other request may not be accommodated.

Separate permits are required for plumbing, mechanical, and electrical work. Applications for these permits are available at www.west-point.va.us on line and at Town Hall

For all inspections that fail twice or fail due to incomplete work, a \$35.00 reinspection fee is required. Payment must be received prior to requesting a reinspection to be scheduled. **At least one inspection shall be made within 6 months from permit issues or permit is deemed revoked and a reinstatement fee will apply.**