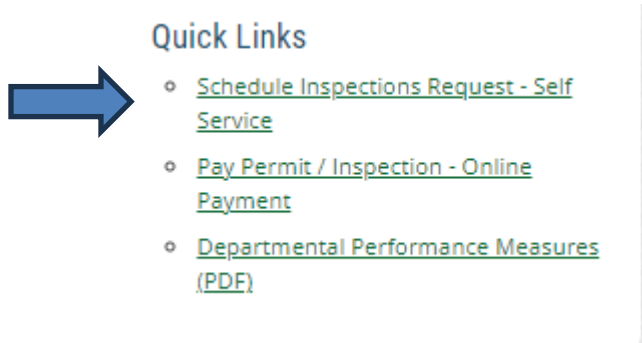
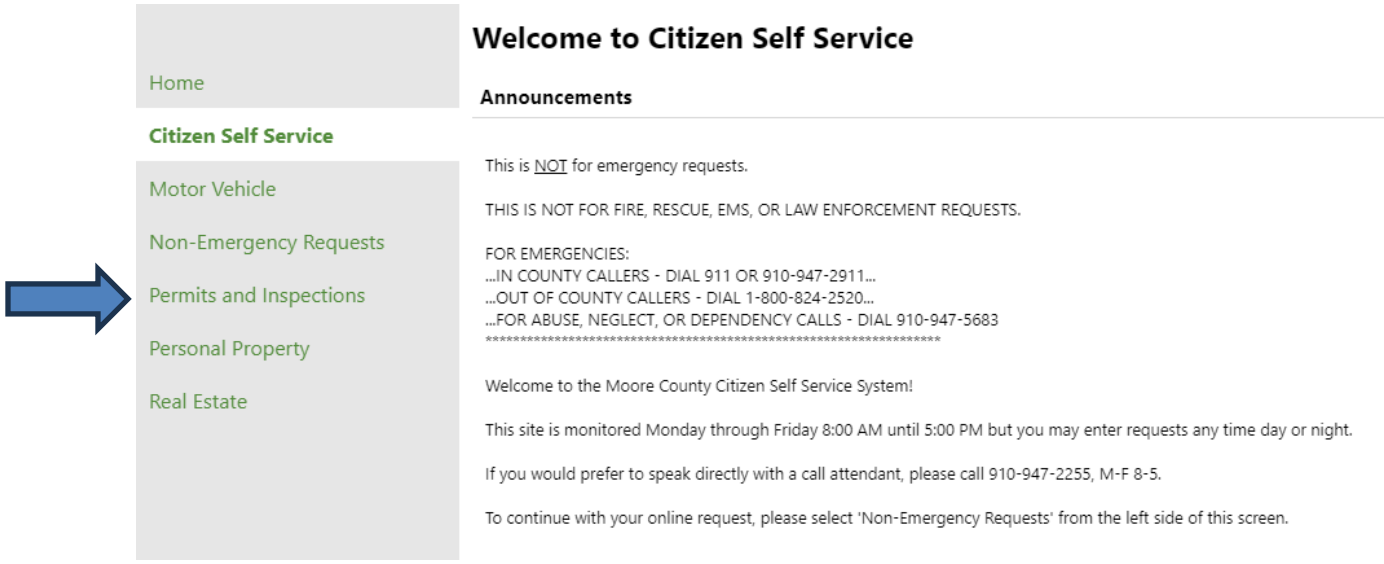


How to schedule inspection request using the online system or view inspection results.

Step 1-Under Quick Links click on Schedule Inspections Request – Self Service. After you click on this link you be redirected to another site, you can either select proceed or wait to be redirected.



Step 2-Welcome to Citizen Self Service-Select Permits and Inspections.



Step 3-Enter the five (5) digit application number assigned to your project and hit search or enter. (Hint: the best way to search is by application number only).

Permits and Inspections

Search for existing Permits and Inspections

If you have any questions regarding scheduling an inspection or any of the permit details please contact Central Permitting a

Please remember no inspections can be scheduled until all permits have been paid for and issued for that specific job locatio

Inspections are performed M-F, please do not schedule for weekend days.

Location

House number

Street name

Application reference

Status

Active Applications only

Unperformed Inspections only

Remember these values
(not recommended on public or shared devices)

Step 4- Select details to view project and inspections.

Permits and Inspections

Search Results

[Modify Search](#) | [New Search](#)

Applications (1 found)

Location / Subdivision	Owner/Contractor	Parcel ID	Status	Reference	Fees	Due	Details
[REDACTED]	[REDACTED]	[REDACTED]	ACTIVE	[REDACTED]	\$125.00	\$0.00	Details

Step 5- Scroll down until you see the desired inspection, you can view inspection results, fees owed and make inspection request by selecting schedule.

Inspection Type	Scheduled	Result	Fee	Balance Due	Details
TEMP CONSTRUCTION POLE	12/12/2022	APPROVED	\$0.00	\$0.00	Details Alert
FOOTING	4/20/2023	APPROVED	\$0.00	\$0.00	Details Alert
WATER CONNECTION			\$0.00	\$0.00	Details Schedule
SEWER CONNECTION			\$0.00	\$0.00	Details Schedule
UNDER SLAB ROUGH-IN	5/5/2023	APPROVED	\$0.00	\$0.00	Details Alert
SLAB	5/11/2023	VIOLATION	\$0.00	\$0.00	Details Alert
FOUNDATION	4/27/2023	APPROVED	\$0.00	\$0.00	Details Alert
SFD FRAMING AND ROUGH-IN	7/6/2023	VIOLATION	\$0.00	\$0.00	Details Alert
WALL INSULATION	7/13/2023	VIOLATION	\$0.00	\$0.00	Details Alert
TEMPORARY POWER			\$0.00	\$0.00	Details Schedule
SFD FINAL INSPECTIONS			\$0.00	\$0.00	Details Schedule
SLAB	5/15/2023	APPROVED	\$0.00	\$0.00	Details Alert
SFD FRAMING AND ROUGH-IN	7/12/2023	VIOLATION	\$0.00	\$0.00	Details Alert
SFD FRAMING AND ROUGH-IN			\$0.00	\$0.00	Details Schedule
WALL INSULATION			\$0.00	\$0.00	Details Schedule



Step 6- Follow all prompts, fill in all required areas and hit schedule. An email confirmation will be sent to the email provided of the date & time.

Name *

Phone *

Email *

Remember these values
(not recommended on public or shared devices)

Schedule Preferences

Date *
Note: Inspection scheduling requires 1 day advanced notice.

Shift/Time

Priority/Comments

Enter these validation numbers into the box below them

