

Inspection Scheduling Information

Obtaining the required permit for the intended work is just one step in the process. Once work begins, schedule the necessary inspections – at regular intervals – until the work is complete.

Step 1: Review the list of required inspections on your permit.

Step 2: Schedule the required inspections. At your first inspection, verify with the inspector which inspections are required for your job.

Step 3: Schedule the final inspection when all other inspections are approved. You must receive an approved final inspection to complete the inspection process.

Most jurisdictions have multiple methods to schedule inspections and you are able to schedule several days in advance. The information below indicates the deadline for requesting an inspection.

Bellevue

- Request before 6 am for same business day inspection.
- Phone: 425-452-6875 (24/7)
- Online: [MyBuildingPermit](#)
- Call 425-452-4570 between 7 and 8 am the morning of your inspection if you would like to get an estimated inspection time.
- Use the 3-digit IVR code listed on your permit to identify the inspection type.

Bothell

- Request before 3 pm the previous business day.
- Phone: 425-489-3390 (24/7)
Leave the following information:
 - Permit number
 - Job-site address
 - Inspection type
 - Requested date
 - Contact name and phone number
 - Morning or afternoon preference (if any)
- Online: [MyBuildingPermit](#)

Burien

- Request before 7 am for same business day inspection.
- Phone: 206-248-5525 (24/7)
- Online: [MyBuildingPermit](#)
- Online: [Burien Inspection Request](#)

Issaquah

- Request before 3 pm the previous business day.
 - Phone: 425-837-3112 (24/7)
Leave the following information:
 - Permit number
 - Job-site address
 - Inspection type
 - Requested date
 - Contact name and phone number
 - Online: [MyBuildingPermit](#)
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Kirkland

- Request before 3 pm the previous business day.
- Phone: 425-587-3605 (24/7)
- Online: [MyBuildingPermit](#)
- Inspection Checklist at [Kirkland Inspections](#)

Kenmore

- Request before 5 pm the previous business day.
- Phone: 425-398-8900 ext 3333 (24/7)
Leave the following information:
 - Permit number
 - Job-site address
 - Inspection type
 - Requested date
 - Contact name and phone number
 - Morning or afternoon preference (if any)
- Online: [MyBuildingPermit](#)

Mercer Island

- Phone: 206-275-7730 (24/7)
Call before 4 pm on the previous business day.
Leave the following information:
 - Permit number
 - Sub permit number
 - Job-site address
 - Owner's name
 - Inspection type
 - Requested date
 - Contact name and phone number
- Online: [MyBuildingPermit](#)
Schedule before 6 am for a same business day inspection.

Mill Creek

- Call before 7 am for a same business day inspection.
- Phone: 425-338-1133 (24/7)
Leave the following information:
 - Permit number
 - Job-site address
 - Inspection type
 - Requested date
 - Contact name and phone number

Renton

- Call before 5 pm the previous business day
- Phone: 425-430-7202 (24/7)

Sammamish

- Phone: 425-295-0500 between 8:30 and 5:00 on a business day
Call before 5 pm on the previous business day.
- Online: [Sammamish Inspection Request](#)
Schedule before midnight on the previous business day.

Snohomish County

- Request before 6 am for a same business day inspection.
- Phone: 425-388-3338 (24/7)
Listen to the prompts for your 3-digit IVR code.
- Online: [MyBuildingPermit](#)

Snoqualmie

- Request before 3 pm on the previous day.
- Phone: 425-888-8221 (24/7)
- Online: [MyBuildingPermit](#)

Woodinville

- Phone: 425-489-2754, press 1 (24/7)
Call before 3 pm on the previous business day.
Leave the following information:
 - Permit number
 - Job-site address
 - Project name
 - Inspection type
 - Requested date
 - Contact name and phone number
- Online: [MyBuildingPermit](#)
Schedule before 6 am for a same business day inspection.

Why Should the Work be Inspected?

- Mandatory inspections complement the contractor's experience, or the home owner's inexperience, and act as a system of checks and balances to ensure no important code requirements are overlooked.
- When property is sold through a multiple listing association, the owner is required to disclose any improvements or repairs made and if permits and inspections were obtained.
- Many insurance companies will not cover damages caused by work that was not properly inspected.

Other Important Information:

Your permit has a life; the "clock" starts the day the permit is issued. ***Your permit will expire if:***

- Work is not started within 180 days.
- Work is started but has been abandoned for 180 days or more.
- Work is not complete and a final inspection not obtained within 1 year.

Have your permit posted at the job site and available for the inspector.

Be ready for your inspection before the inspector arrives to avoid having to re-schedule and pay a re-inspection fee.

Have the work inspected before covering it.