### Building
- Bidg 01 - Consultation
- Bidg 02 - Footing/Setback
- Bidg 03 - Foundation Wall
- Bidg 04 - UF Er Ground
- Bidg 05 - Underfloor Framing
- Bidg 06 - Underslab Insulation
- Bidg 07 - Exterior Shear
- Bidg 08 - Framing
- Bidg 09 - Drywall Nailing
- Bidg 10 - Interior Shear
- Bidg 11 - Insulation
- Bidg 12 - Ceiling Grid
- Bidg 13 - Roof Nailing
- Bidg 14 - Other
- Bidg 15 - Final
- Bidg 16 - Fire Preliminary for Building
- Bidg 17 - Fire Final for Building
- Bidg 18 - Fire Other for Building

### Electrical
- Elec 01 - Temp Service
- Elec 02 - Ground Work
- Elec 03 - Slab/Conduit
- Elec 04 - Grounding
- Elec 05 - Service
- Elec 06 - Rough In
- Elec 07 - TGrid
- Elec 08 - Other
- Elec 09 - Final

### Plumbing
- Plumb 01 - Consultation
- Plumb 02 - Ground Work/Slab
- Plumb 03 - Rough In
- Plumb 04 - Medical Gas
- Plumb 05 - Other
- Plumb 06 - Final

### Public Works
- PW 01 - Job Start Notification
- PW 02 - Onsite PreCon
- PW 03 - Erosion Control Evaluation
- PW 04 - Clearing/Grading
- PW 05 - Sewer Main Install
- PW 06 - Water Main Install
- PW 07 - Storm & Drainage
- PW 08 - Footing Drain/Positive Drain
- PW 09 - Downspouts
- PW 10 - Fence
- PW 11 - Rockery/Retaining Wall
- PW 12 - Traffic Control Evaluation
- PW 13 - Pothole Evaluation
- PW 14 - Asphalt Subgrade Evaluation
- PW 15 - Asphalt Paving Final
- PW 16 - Concrete Formwork Evaluation
- PW 17 - Concrete Paving Final
- PW 18 - Curb or Sidewalk Subgrade
- PW 19 - Curb or Sidewalk Final
- PW 20 - Above Ground Inspection
- PW 21 - Underground Utility Inspection
- PW 22 - Other
- PW 23 - Frontage Improvements Final
- PW 24 - Site Final

### Mechanical / Gas
- Gas 01 - Rough In
- Gas 02 - Underground Work
- Gas 03 - Final
- Mech 01 - Consultation
- Mech 02 - Ground Work/Slab
- Mech 03 - Refrigeration
- Mech 04 - Rough In
- Mech 05 - Other
- Mech 06 - Final

### Utilities
- Util 01 - Job Start Notification
- Util 02 - Side Sewer Repair
- Util 03 - Side Sewer Alteration
- Util 04 - Side Sewer Connection
- Util 06 - Side Sewer Cap Off
- Util 08 - Backwater Valve Install
- Util 09 - Meter Setter Evaluation
- Util 10 - Water Service Pipe
- Util 11 - Irrigation Service Pipe
- Util 12 - Fire Service Pipe
- Util 13 - Other
- Util 14 - Final

### Fire Alarm
- FA 01 - Fire Alarm Rough In
- FA 02 - Fire Alarm Final

### Sprinkler / Suppression
- Sprinkler 01 - Underground Hydrostatic/Flush Test
- Sprinkler 02 - Sprinkler Rough In
- Sprinkler 03 - Sprinkler Final
- Sprinkler 04 - Other
- Sprinkler 05 - Commercial Hood Trip Test
- Sprinkler 06 - Commercial Hood Final
- Sprinkler 07 - Commercial Hood Other

### Planning
- Planning General Inspection
- Planning Landscaping
- Planning Final

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**City of Everett, WA Permit Services**

**How to Schedule and Manage Inspections through**

![eTRAKiT Online Permitting System](image)

**Inspections performed**  
Monday - Friday  
8:30am-3:00pm

Inspection requests submitted online before 11:59pm on Monday-Friday will be tentatively scheduled for the next business day, unless otherwise specified. If the volume of requests exceeds what can be completed the next business day, the remaining requests will be given priority on the schedule for the following business day.

To get questions answered, please call the morning of the inspection between 7:30am-8:30am only at 425-257-8810 (press option 4, then listen for extensions by inspector type).
TO LOGIN

TO LOGIN GO TO
https://pw.everettwa.gov/
At top of web page you will be required to enter a Username and Password

TO SCHEDULE AN INSPECTION

1. Select "Request" under "Inspection" column
   - ADDRESS
   - TYPE
   - STATUS
   - INSPECTION
2. Select "Inspection Type" from dropdown menu
3. Select a date from "Requested Date:" list
4. Select "Add Inspection"
5. When done, select "Submit"

TO CANCEL AN INSPECTION

1. Select ☑ under "Cancel" column
2. Select "OK" under webpage message

Cancellation request cut-off time is 11:00 PM the day prior to the scheduled inspection.

SCHEDULED INSPECTIONS

1. To view your scheduled inspection time frame, select permit number under
2. Select "Inspections" tab
3. Select "More Info"
4. Inspection time frame will be available under "Remarks"

GENERAL INFORMATION

Inspections scheduled before 3:00 PM on Monday - Friday are tentatively scheduled to be performed the next business day. If date being requested does not appear on the dropdown list, it is not available.

Inspection hours are from 8:30AM-3:00PM.

A re-inspection fee may be charged after the 3rd inspection for the same issue.

Permits not having a passing inspection within 180 days from date of issuance or from the date of last passing inspection will become inactive and will no longer appear under "My Active Permits". Please contact Everett Permit Services to apply for a permit extension, check on status, or to request to be linked to a permit.

Office Contact: everetteps@everettwa.gov or 425-257-8810, Press Option 8
Office Hours: 7:30AM - 4:00PM (M-F)
(Closed for Lunch between 12:00PM-1:00PM)

NOTES

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