

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

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
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



City of Everett, WA Permit Services

How to Schedule and Manage Inspections through



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 GO TO

<https://pw.everettwa.gov/>

At top of web page you will be required to enter a Username and Password

CONTRACTOR LOGIN

Log In **Contractor** Username Password LOGIN

1. First time users must contact Everett Permit Services to set up a contractor account. Email everetteps@everettwa.gov
2. To log into your account, select "Contractor" from "Log In" dropdown list, then enter your Username and Password then select **LOGIN**
3. Username will be your Washington State Contractor's License Number
4. Temporary Password for first time users will be provided upon account setup by the City of Everett Permit Technicians.
(Note: Change of password will be required. **Do not reuse temp password.** Only one password allowed per Contractor State License Number)
5. Select "LOGIN" **LOGIN**

PUBLIC USER LOGIN

Home **Setup an Account** | Log In

1. First time users will need to first set up a User Account. Select "Setup an Account".
2. Enter your Profile and Username/Password information under "Create New Public User Account".
3. To login into your account after initial set up, select "Public" from "Log In" dropdown list, enter your Username and Password, then select "LOGIN" **LOGIN**

Log In **Public** Username Password LOGIN



My Active Permits

TO SCHEDULE AN INSPECTION

1. Select "Request" under "Inspection" column

ADDRESS	TYPE	STATUS	INSPECTION
2. Select "Inspection Type" from dropdown menu
Inspection Type: BUILDING FINAL**
3. Select a date from "Requested Date:" list
Requested Date: 5/10/2016
4. Select "Add Inspection"
5. When done, select "Submit"

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)



My Active Inspections

TO CANCEL AN INSPECTION

1. Select under "Cancel" column

ADDRESS	INSPECTION	DATE	CANCEL
 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 **REC NO**
 2. Select "Inspections" tab
Permit Info Site Info **Inspections(3)**
 3. Select "More Info"
 4. Inspection time frame will be available under "Remarks"
- Note:** For any scheduling/inspection questions, please call the inspectors the morning of the inspection between 7:30-8:30am at 425-257-8810, press option 4.

NOTES