



# Changes to Inspections

## Key highlights



Standardization of inspection types.

Removal of certain inspection types to more closely reflect the number of visits to the site.

Changes to show every inspection needed through our online services for scheduling online.

For IVR users - **PLEASE** – read your job card **BEFORE** calling for inspection – your inspection type and number may have changed.

#### COMMUNITY DEVELOPMENT

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# Changes to Inspections Online Services



Log into your citizen access account.

Access the permit you want to schedule for inspection.

All inspections required for your permit are listed as “Pending”.

Click the “Action” Button to select “Schedule”.

When the inspection has been assigned, the inspector name will be listed for your information.

The screenshot shows a web interface with a sidebar on the left containing 'Fees' and 'Inspections' sections. The 'Inspections' section is expanded to show a list of 'Upcoming (44)' items. The first item is 'TBD at TBD Pending Framing (356111)' with 'Inspector: unassigned'. To the right of this item is an 'Actions' dropdown menu that is open, showing 'View Details' and 'Schedule' options. Below this, three more items are listed, each with its own 'Actions' dropdown menu. At the bottom of the list, there is a pagination control: '< Prev 1 2 3 4 5 6 7 8 9 Next >'. A red oval is drawn around the first 'Actions' menu and its options.

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