



**Automated  
Inspection Request Line  
(360) 397-2477**

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**Inspection requests using IVR**

The inspection request system, called IVR, is an automated phone system that allows you to:

- Schedule, cancel and reschedule inspections
- Get inspection results
- Get project status

IVR is a fast and reliable way to schedule an inspection and check for results. Using our Web site to request an inspection at [permits.clark.wa.gov](http://permits.clark.wa.gov) is even faster!

**To schedule an inspection, you need:**

- Your Permit Number
- The three digit inspection code of the inspection you want to request
- Pen and paper to record a confirmation number

**Permit number**

Your permit number is printed on your permit. It is a three-letter code, followed by the year and a five-digit number. For example, the permit number for a plumbing permit from 2016 would look like this: PLM2016-00235. The permit type is PLM and the nine-digit permit number is 201600235.

**Inspection codes**

Check your Building Permit Card for IVR inspection codes. This handout also provides inspection codes on the back. You may also press the star (\*) key when asked for the three digit inspection code on the IVR.

**Confirmation number**

Be sure to record your confirmation number. This is the best way to track your inspection. If IVR does not give you a confirmation number, call (360) 397-2375 ext. 4912.

**Inspection results**

Call the IVR system and enter 3 for inspection results. Have your confirmation number handy for the fastest results. You may also check for corrections and for messages from the inspectors.

**IVR cutoff times**

To request an inspection for next day inspection, call before 10:00 PM.

**IVR availability**

The system is available from 6:00 AM to 10:00 PM, except on Sunday, when it is available from noon to 10:00 PM. If IVR cannot complete your request, you will be notified that the system is unavailable or you will be transferred to a receptionist during business hours.

**Will IVR stop you from scheduling an inspection?**

IVR will not allow you to schedule an inspection if:

- Fees are owing
- There is a "HOLD" on your project
- Your permit has expired

During business hours you will be transferred to the receptionist.

**Inspections NOT on IVR**

The IVR system will not schedule inspections for Engineering, Code Enforcement, Public Health, Public Works, electrical, water or sewer purveyors. Please call these agencies directly.

**Tips and tricks for IVR**

- If you hear a message that says your response was not detected, re-enter the information.
- The pound (#) key will bring you back one menu.
- Use your permit as a guide to scheduling inspections. It will list inspections required for your project.
- Please listen to IVR prompts. If the correct address for your project is not read back to you, please check your data entry. If you still have a problem, call (360) 397-2375 ext. 4912.
- If you do need to cancel a same day inspection, do so immediately. This will save the inspector time and save you from possible correction notices and re-inspection fees.

Revised 11/16/17



For an alternate format, contact the Clark County ADA Compliance Office.  
Phone: (360) 397-2322 Relay: 711 or (800) 833-6384  
E-mail: [ADA@clark.wa.gov](mailto:ADA@clark.wa.gov)

## Schedule an inspection

Call (360) 397-2477

### Main menu

- 1 - Schedule an inspection
- 2 - Cancel an inspection
- 3 - Obtain inspection results
- 4 - Request a development activity report
- 0 - Speak to staff
- \* - Hear more information
- # - Go back one menu

### Select your case type

NHC=22    PLM=23    MCH=24  
 CEL=25    CME=26    CMN=27  
 MFM=28    SIG=29    ACC=30  
 ADS=31    ARS=32    MBH=33  
 DEM=34    FRT=35    IVB=36  
 MIS=37    RSW=38    SOL=39  
 FEX=51    FSM=52    FAL=53  
 FSP=54    FHA=55    FMI=56

Enter the nine digit permit number

Enter the three digit inspection code

Call before 10:00 p.m. for next day inspections or select a day you prefer

Always leave a contact phone number in the event your inspector needs to call you

### Leave a message for the inspector

- 1 - leave a message
  - # - end message
  - 1 - send message
- 2 - continue without leaving a message

For concrete pours: leave a pour time, ready time, your name, and phone number

### Ending Menu

- 1 - Hear confirmation number and hang up
- 2 - Schedule another inspection on this permit
- 3 - Schedule the same inspection on a different permit
- 4 - Return to main menu

Record your confirmation number

## Building Inspection Codes

<b>Setbacks and Foundation</b>	
Excavation / Forms	105
Footing / Steel	110
Blocking	112
Footing Drains	113
Foundation Steel	115
Interior Footings / Slab	120
Slab Steel	123
Reinforced Steel	125
Zoning Setbacks	130
Pole Footings	140
Mobile Home Set-up Bundle - Setbacks, Blocking, Tie-downs	150
<b>Underground</b>	
Groundwork Plumbing	205
Groundwork Refrigeration Line	210
Stormwater Infiltration	215
Sewer	220
Cap Sewer Line	223
Water Service	230
Cap Water Service	233
Slab Insulation	235
Hydronic Floor Heat	240
Geothermal Heat	245
<b>Rough Inspections</b>	
Bond Beam	305
Exhaust / Vent Ducts	310
Fireplace	315
Framing	320
Firewall	322
Rough Gas Piping	325
Rough Heat / Mechanical	330
Insulation	335
Rough Plumbing	340
Post Beam and Joist	345
Refrigeration Lines	350
Roof Sheathing	355
Exterior Shear Walls	360
Sheetrock / Nailing	365
Flashing	368
Soil Amendment	370
Tie Downs	375
Mudset Shower Pan	385
Radon Vent	390

<b>Miscellaneous</b>	
Ceiling Grid	405
Erosion Control	410
Irrigation System	415
Miscellaneous	420
Special Inspection	430
<b>Final Inspections</b>	
Residential Completion Bundle - Irrigation System, Final Gas Piping, Final Heat/Ventilation, Final Plumbing, Building Completion	500
Final Building	505
Final Fire	515
Final Gas Piping	520
Final Heat / Ventilation	525
Final Deck / Landing / Stairs	530
Final Plumbing	545
Road Approach	550
Final Stormwater Completion	553
Septic Tank Filled	560
Sidewalks	565
Skirting	575
Wood / Pellet Stove	580
Mobile Home Completion Bundle - Irrigation System, Skirting, Deck/Landing/Stairs, Building Completion	585
Building Removed	600
Demolition Bundle - Cap Water Service, Cap Sewer Line, Building Removed, Septic Tank Filled	605
DSHS Inspection	608

Erosion Control (410) will automatically be scheduled with all inspections.

## Fire Inspection Codes

<b>Fire Extinguishing System</b>	
Sprinkler Underground - Hydro Main	620
Sprinkler Underground - Flush Main	622
Sprinkler Underground - Cover Main	624
Sprinkler Above-Ground - Hydro	626
Sprinkler Above-Ground - Air Test	628
Sprinkler Above-Ground - Cover	630
Commercial Sprinkler	632
Fire Dept. Connection - Line Hydro	634
Fire Dept. Connection - Line Flush	636
Fire Dept. Connection - Line Cover	638
Residential Sprinkler - Flow Test	640
Residential Sprinkler - Cover	642
Residential Sprinkler	644
Standpipe	646
Fire Pump	648
Hood Suppression System	650
Special Extinguishing System	652
<b>Smoke Removal System</b>	
Smoke Removal System	660
<b>Fire Alarm System</b>	
Fire Alarm	665
<b>Special Process</b>	
Spray Booth/Room	670
Medical Gas Piping - Cover	672
Medical Gas Pressure Test	674
Medical Gas System	676
Compressed Gases	678
CO2 System	680
Cryogenic Materials	682
Refrigeration	684
Drying Oven	686
Dip Tank	688
Battery System	690

<b>Hazardous Materials</b>	
Aerosol Storage/Display	700
Hazardous Materials	702
Semi-Conductor Fabrication	706
Explosives Use	712
Explosives Storage	714
Underground Storage Tank Decommission	716
Fuel Tank/Piping	718
Fuel Dispensing	720
LPG Tank/Piping	722
LPG Dispensing	724
LPG Exchange	726
<b>Miscellaneous</b>	
Indoor Special Event/Use	730
Outdoor Special Event/Use	732
Special Amusement Building or Haunted House	734
Tent/Canopy	736
High Piled Storage	738
Access Gate	740
Emergency Responder Radio Coverage	742
Miscellaneous Fire Inspection	744
Special Fire Inspection	746
Final Fire	750
Final Sprinkler Underground	752
Final FDC Line	754
Final Sprinkler System	756
Final MED Gas	758
<b>Fireworks</b>	
Firework Sales	770
Fireworks Public Display	772
Pyrotechnic Special Effects	774