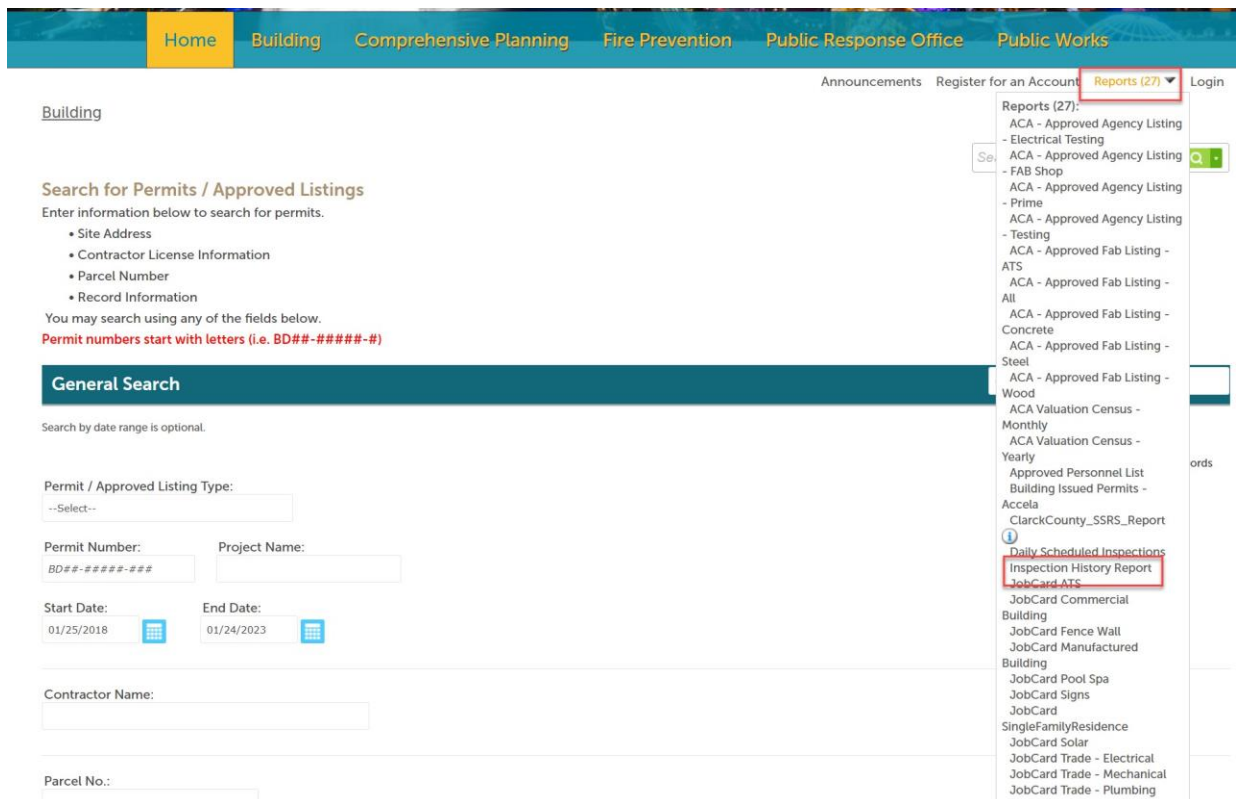
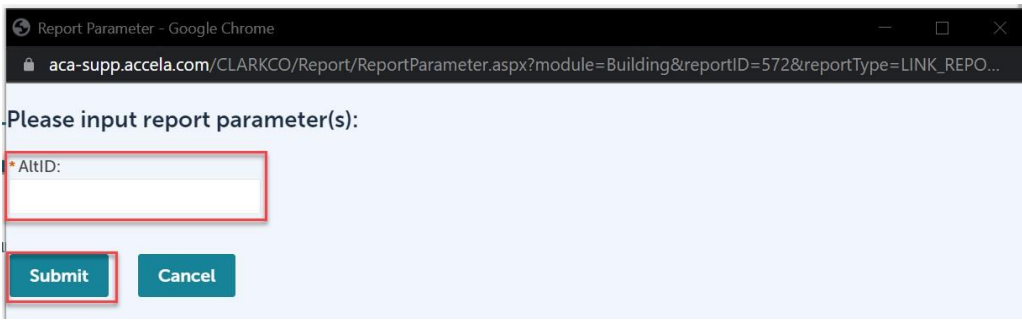


## How to see the Inspection History online

1. Login to the Citizen Access Portal <https://aca-prod.accela.com/CLARKCO/Default.aspx>
2. Select building or fire prevention > search permits > reports > inspection history report.



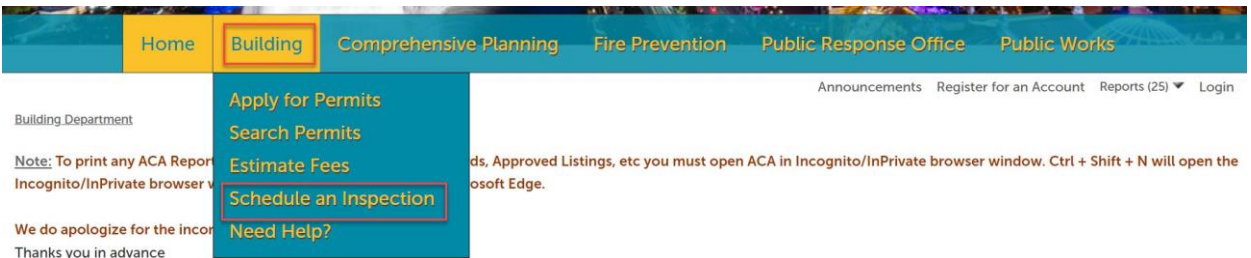
3. Enter the complete permit number.



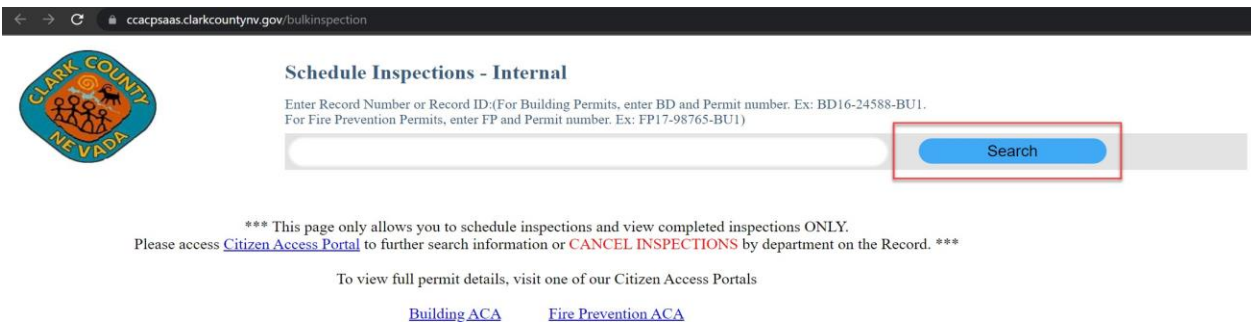
If inspections have occurred, the complete inspection history will display first by permit type (Building, Electrical, Mechanical, Plumbing), and then the oldest first.

### How to schedule an Inspection

1. Select building or fire prevention > schedule an inspection.



2. Enter the complete permit number > select search.



3. Use the + to open the inspection types for each permit.



### Schedule Inspections

Enter Record Number or Record ID:(For Building Permits, enter BD and Permit number. Ex: BD16-24588-BU1.  
For Fire Prevention Permits, enter FP and Permit number. Ex: FP17-98765-BU1)

BD17-60259

Search

5673 DANCING BEE CT [Click here for full Inspection History](#) [Click here to CANCEL Inspections](#)

Residential Building New SFR Tract Home +

**Associated Trade Permit(s)**

- Residential Electric +
- Residential Plumbing +
- Residential Mechanical +

- When the inspection selected, the calendar will display an inspection date, requester contact name, requester contact number, and requester comments > after completed select submit request.

BD23-00807 Search

Residential Pools Spas Water Features

<p><b>Inspections (Varies by Permit Type)</b></p> <input type="checkbox"/> Pool First Inspection <input type="checkbox"/> Electrical Underground <input type="checkbox"/> Plumbing Underground <input type="checkbox"/> Electrical Rough <input type="checkbox"/> Plumbing Rough <input type="checkbox"/> Pre-Plaster <input type="checkbox"/> Gas Test And Tag	<p><b>Other Inspections (Required based on your scope of work)</b></p> <input type="checkbox"/> Mix Design <input type="checkbox"/> Bond Beam <input type="checkbox"/> Plumbing Gas Pipe <input type="checkbox"/> Pool Perimeter Surfaces <input type="checkbox"/> Gas Tag	Scheduled	Complete
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**Final Inspection Approval**

Plumbing Final  
 Electrical Final  
 Final - Pool

\* Indicates that inspection has been previously scheduled  
 Green text indicates Approved inspections exist  
 The Final Inspection for each inspection group will display under the Final Inspection Approval list

Select Inspection Date

Requester Contact Name

Requester Contact Number

Is it a Gated Community?

Requester Comment/Gate Code,Unit#, Lot#, or Bldg#

**Submit Request**

### How to see inspection results

Inspection results can be seen once the user is signed into the Citizen Access Portal.

- Select Building or Fire Prevention > search permits.

- Click on the permit number.

## Records

--Select--

To submit a QAA, select [Amendment](#) under the **Action** column.

Show on Map

Showing 1-10 of 21 | Download results | Add to My Folder | Add to cart

<input type="checkbox"/>	Date	Permit Number	Permit Type	Description	Project Name	Status	Action	Short Notes
<input type="checkbox"/>	01/24/2023	BD23-03418	Residential Simple Plumbing		Water Heater.	Permit Issued		

### 3. Record info > inspections

Permit/Approved Listing BD23-03418: Residential Simple Plumbing

Permit/Complaint Status: Permit Issued

Record Info Payments

Details

Processing Status

Related Records

Attachments

Inspections

### 4. The inspection will be listed > select action > view details.

Record Info Payments

## Inspections

Upcoming (1)

Schedule an Inspection

Click the link above to schedule or request one.

Plumbing Final (16748739)  
Inspector: Dan Jamieson

Actions

View Details  
Reschedule  
Cancel

Completed

There are no completed inspections on this record.

### 5. There will be a second window that appears > select view status history.

Plumbing Final (16748739, Required)

Reschedule Cancel Inspection Print

Status	Record	Contact
Scheduled 1/26/2023 7:00 AM Estimated Arrival Time: 07:00 AM - 03:00 PM Desired Date: TBD	BD23-03418 Residential Simple Plumbing	

Last updated  
1/24/2023 3:35 PM

View Status History

View Result Comments

### Related Inspections

Showing 0-0 of 0

ID	Inspection Name	Relationship	Status
No records found.			

Inspection results are emailed to whoever listed on the permit as the Onsite Contact and Applicant Contact.