## Quick Guide to Schedule Online PDS Inspections

- Login: Inspections can be requested on the <u>City of Boise Permit-</u> <u>ting and Licensing system</u> 24 hours a day. Please login to request an inspection, all inspection requestors must have a registered account.
- Request: Locate your permit by using the Menu Items at the top of your Permitting and Licensing page. You can Request an Inspection by going into the Request dropdown. You can Also Search for the Permit in the Search options.

CITY of BOISE HOME - SEARCH - AF	PLY REQUEST REPORTS
City of Boise Permitting and Licensing	Abandoned Vehicle Building Inspection Code
Logged in as	an my ource (0) Cart (1) E Account Management 🖨 Logout
Masks are now optional within City of Boise facilities. City Hall ren citizens to make use of our electronic systems for their convenier safety of our community. To Learn more about how the City of Boi please visit the Coronavirus (COVID-19) Information Site.	nains open, but we encourage nce as well as the health and ise is addressing the pandemic,

**3. Locate the Permit:** On the Request Page, please scroll down to look in the Building category for the green Issued permit number. Click on that number.

	Date	Record Number	Status	Description	Project Name	Address	Expiration Date	Action
Ď	10/20/2022	BLD22-03595	Applicant Upload	Project Creator Test 10.20.2022	Project Creator Test 10.20.2022	317 N LATAH ST, Boise ID 83706, 1		Pay Fees Due
	10/20/2022	BLD22-03596	Applicant Upload	Test	Test	150 N CAPITOL BLVD, Boise ID 83702, 1		
	10/20/2022	BLD22-03597	Applicant Upload	test 10.20.202	Test	150 N CAPITOL BLVD, Boise ID 83702, 1		
2	10/19/2022	BLD22-03594	Applicant Upload	CAP ID TEST 10.19.2022	CAP ID TEST 10.19.2022	317 N LATAH ST, Boise ID 83706, 1		
	10/18/2022	BLD22-03593	Applicant Upload	Testing post- copydown	Test - electronic	150 N CAPITOL BLVD, Boise ID 83702, 1		
	10/18/2022	ELE22-04067	Issued	Test after copydown	Test	150 N CAPITOL BLVD, Boise ID 83702, 1		

**CITY** of **BOISE** 

## PLANNING AND DEVELOPMENT SERVICES Online Inspection Request

4. Permit Info: Permits will be listed with the number and title along with the status at the top of the page. Please scroll down and locate the **Record Info and Documents** dropdown. You can find the Inspections Tab which will load a new page.

Record ELE22-04067:					
424-544-Electrical					
Record Status: Issued					
Record Info and Documents ▼	Payments 💌				
Record Details					
Processing Status	cation				
Related Records	LVD				
Documents					
Inspections	I.				
	talls				

5. INSPECTIONS: Scroll down on the Inspections page to find the Schedule or Request an Inspection button, Follow the prompts and instructions to submit your inspection, and be sure to hit the Finish button to submit your inspection request.

Re-inspection fees may be charged for repeat trips when not ready.



**CITY** of **BOISE**