

TO HELP MAKE THE INSPECTION PROCESS GO SMOOTHLY, PLEASE FOLLOW THESE RULES:

To schedule an inspection, please call our Interactive Voice Response (IVR) System:

We DO NOT accept inspection requests by e-mail or through our website. Remember to call your inspection in before six a.m. of the day you are requesting it for. If you call after six a.m., the inspection will be scheduled for the following business day.

Dial 503-846-3699.

You will hear – “Thank you for calling the Washington County Building Inspection Line.”

To schedule an inspection, press 1.

To cancel an inspection, press 2.

To obtain inspection results, press 3.

For Fax on Demand or General Information, press 4.

To speak to Building Staff , you may press 0 at any time during this call.

To hear general information, press the * key.

To end this call, press the # key.

To use this system, you must have the following information:

The permit number for the job (given to you when the permit was issued)

The 3 digit inspection code number (found on the front of this card)

General Tips: During business hours, you may press “0” to reach an operator. If you make an error while entering the data into the IVR, you can press # at any time to back up and start over or end the call.

If you need to cancel an inspection, press 2, on the initial menu, and continue following the instructions. Please remember that if you call to cancel an inspection, you must do so before six a.m. If not, you will need to call 503-846-3470 the morning of the inspection to notify us of the cancellation.

If you want to check results, press option 3, on the initial menu, and follow the instructions. Sometimes the inspector will leave a message to let you know what the corrections are. The IVR will give you an option to listen to their message. You may also request the inspection results be sent to you by phone or fax - this option must be keyed in when you originally order your inspection through the IVR. We hope this will help you to access information faster to continue your project.

If you experience any problems, please call 503-846-3470 from 8 a.m. – 5 p.m. and we will be glad to help you.

Washington County
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Current Planning & Building Services
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Building Services
Phone: 503-846-3470
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