

BUILDING INSPECTION SCHEDULES     HOTLINE 378-6270  
**“INSPECTIONS COULD BE DONE ANYTIME BETWEEN 7AM TO 4:30PM”**  
**“NO SET TIME FOR INSPECTIONS”**

*Inspection requests must be called in before 3 pm of the work day before the requested inspection day.*

**INSPECTIONS ARE PERFORMED DURING REGULARLY SCHEDULED WORKDAYS**

• **SAN JUAN, ORCAS, LOPEZ, & SHAW ISLAND INSPECTIONS**

Inspections are regularly performed Monday through Thursday with limited inspections performed on Fridays. When requesting inspections for Friday, be advised that depending on inspector work load and availability, such inspection requests may be rescheduled to the next regularly scheduled work day.

• **OUTER ISLAND INSPECTIONS**

Inspections are by appointment only. When requesting an inspection, please leave the required information and the assigned inspector will contact you to schedule. Transportation must be provided to and from the inspection site at owner/contractor expense.

Inspections on the Outer Islands will be performed as soon as they can possibly be scheduled, but should be performed within 2 regular work days of the inspection request.

**INSPECTOR OFFICE HOURS**

- Office hours for the inspectors are unpredictable and vary depending on the daily inspection work load. However, messages may be left for individual inspectors on the phone voice mail system.
- An inspector is generally available between 8:00 a.m. to 10:00 am, and after completion of the day's inspections, at the Friday Harbor office.

**REQUESTING INSPECTIONS**

1. *Please listen to the inspection message on the hotline for any changes to above schedules*
2. *Inspection requests must be called in by 3 pm the day before the inspections are needed which includes by 3 pm Friday for Monday inspections.*
3. **Please provide the following information.**
  - The day you will need the inspection
  - The permit number
  - The owner's last name
  - The project address
  - The contact person & the number they can be reached at during the day
  - The TYPE of inspection you need