San Juan County

support: (360) 378-2354
dcdpermits@sanjuanco.com

Applications
Apply, renew, view status, schedule inspections
Go »

Contact Us
Request information or report a concern
Go »

Parcel Search
Find and review parcel information
Go »

Following is a link to the public permitting portal: https://co-sanjuanwa.smartgovcommunity.com/Public/Home.

If you are signing up, you will receive a verification link in your e-mail.
1) Click on the "Verify" button to verify your e-mail address.
2) Return to the browser
3) Log out and log back in again.
4) Apply (detailed instructions below).

If you already have permits in our system, please contact dcdpermits@sanjuanco.com for your portal access code. We will need to know the parcel address the permit(s) is/are on, or the TPN.

Once you receive your code, sign in, click on your name and select "My Account" and **enter your portal access code (PAC)**. You only need to do this one time to connect your account with all of your permits. This will allow you to access your permit, pay fees online, check status, and schedule inspections.

APPLYING FOR PERMITS (No access code required, but if you already have one, please use it to avoid multiple accounts and inability to view all permits together.)
1) Click on Applications
2) Click on Apply Online
3) Select Category: Building, Land Use, or Fire Marshal (Addressing falls under the category of Building)
4) Select Application: Select the type of application you are applying for.
5) Click "Next"
6) Enter the owner last name as the project name and provide a brief description of your project, click "Next" again
7) Begin entering the Address of your project. You will need to make a selection from the entries that populate below. If your address is not selected to enter and you write it in entirely, it will not allow you to proceed. (If this happens, either e-mail dcd@sanjuanco.com or call 360-378-2354.) Once entered properly, click "Next"
8) If you don't have an address, click on the tiny link towards the bottom right of the frame that reads: I want to enter a parcel # instead. and enter in the same manner as described in 7 above. Then click "Next" (If you don't know your parcel number, you may need to search this on Polaris https://sjcgis.maps.arcgis.com/apps/webappviewer/index.html?id=39b87792947e40a5aa0fcb8af5910bd1.)
9) Follow through the prompts and complete the forms as you move forward.
10) Once complete, you will need to upload your application materials by scrolling down to the "Submittals" section and clicking on the hyper-link under Documents Received (this will be a "0" if nothing has been uploaded.)