



City of Covington
Community Development Department
16720 SE 271st Street • Suite 100 • Covington, WA 98042
Phone: (253) 480-2400 • www.covingtonwa.gov
For appointments: PermitServices@covingtonwa.gov or call (253) 480-2400, ext. 0.

INSPECTION REQUESTS

INSPECTION REQUESTS FOR THE FOLLOWING DAY ARE ACCEPTED NO LATER THAN 3:00 PM. Any request after the cut off will be performed on the following business day.

Inspections are performed between 8 am and Noon - Monday through Thursday. Afternoon inspections are not available.

Requests for next day inspections must be received prior to 3:00 pm,

AN INSPECTION IS REQUIRED ON ALL PHASES OF WORK. It is the duty of the person performing the work authorized by the permits issued to notify the city that such work is ready for inspection. The city will provide inspection during regular work hours and days only. All work scheduled for inspection must be completed.

**City of Covington Inspection Requests:
www.covingtonwa.gov**

**Puget Sound Regional Fire Authority inspection line:
253-856-4400**

Time requests are not taken but if you leave a preferred time when scheduling the inspector will try to accommodate the request. If there are high volumes of inspections staff will contact the person who has called in the inspection and reschedule, **no other contact will be made about scheduling.**

A contact person 18 years old or older is required to be on site for the inspection.

Inspections requested on City Holidays will be performed the next business day.

HOURS OF WORK

The permitted hours of work for staging or construction activities are:

7:00am to 8:00pm - Monday through Friday
9:00am to 6:00pm - Saturday, Sunday and Holidays

Workers, vehicles, equipment or deliveries are not allowed to arrive prior to, and should be scheduled to leave prior to the end of the permitted work hours.

PERMIT DOCUMENTS ON SITE

The building permit documents are to be on site at all times, kept in one location and readily available to the city inspector. The building permit documents generally consist of:

- Approved building plans
- Design specifications (as applicable)
- Building and other permits
- The “Conditions of Building Permit”
- Any other documents which may have helped support your permit or building activity

Do not disassemble the building permit plans or separate the documents.

Build from the permitted set of plans only.

The following information is required to schedule an inspection:

1. Permit Number
2. Name, Phone Number, and Email of the Contact Person on site.
3. Site Address.
4. Type of inspection.
5. Date of inspection.