

SJC Department of Community Development is proud to offer remote inspections.

To book a virtual inspection, click on the link below, or enter into your browser:

1. <https://square.site/book/A36GW21A9VGKR/san-juan-county-building-dept>

Prerequisites for Remote inspections, You must have:

1. Internet access, or Wi-Fi enable phone/tablet
2. Phone or Tablet with camera/webcam capability
3. Skype application downloaded and installed (Visit www.skype.com or use AppStore, or Google Play) This must be the regular skype. NOT skype for business.
4. Create free Skype account at www.skype.com/help with valid user ID, phone number, or email address used to create the account.

To request and inspection use the [online inspection scheduler](#), or call SJC DCD voicemail hotline @ 360.378.6270. If leaving a voicemail, please speak slowly and clearly and make sure you have a secure connection. If your message cuts out you will not get an inspection.

Requester to leave the following information:

1. Permit number
2. Job address
3. Type of inspection
4. Day and time of inspection you are requesting
5. Name and phone number of daytime contact person.
6. A valid Skype User ID, or email address



San Juan County Building Dept

[BOOK AN APPOINTMENT](#)

San Juan County Washington, Dept of Community Development.

www.sanjuanco.com
jasonh@sanjuanco.com
(360) 317-5102

Sun Closed
Mon Closed
Tue 2:00 PM - 4:00 PM
Wed Closed
Thu 2:00 PM - 4:00 PM
Fri Closed
Sat Closed
Closed today

Our Services

SJC DCD VIRTUAL
INSPECTION
30 minutes Free

[BOOK NOW](#)

2. Click on 'book now' and pick a date/time:

SAN JUAN COUNTY BUILDING DEPT



SJC DCD VIRTUAL INSPECTION
30 minutes • Free

[BOOK NOW](#)

San Juan County
Building Dept

Select Service

Select Date & Time

Your Info

SAN JUAN COUNTY BUILDING DEPT



March 2020

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

[<](#) [>](#)

San Juan County
Building Dept

Service

SJC DCD VIRTUAL INSPECTION
Regular
30 minutes

[Edit Your Selections](#)

Select Date & Time

Your Info

Available on Tue., Mar. 17, 2020
Currently viewing: [PDT](#)

MORNING	AFTERNOON	EVENING
All Booked	2:30 PM	All Booked
	3:00 PM	
	3:30 PM	

3. After selecting the date/time, you can enter your phone #, email, name and appointment notes: Please include Permit #, address, and type of inspection requested.



San Juan County Building Dept

Service

SJC DCD VIRTUAL INSPECTION

Regular

30 minutes

[Edit Your Selections](#)

Date & Time

Tuesday, March 24, 2020

2:30 pm - 3:00 pm PDT

Your Info

Great, now just enter your contact details for San Juan County Building Dept

Appointment held for 9:54

Mobile Phone

Email

First Name

Last Name

Appointment Notes (optional)

Add a note to your appointment. To protect your privacy, do not include any privileged material such as personal health information.

[BOOK APPOINTMENT](#)

Upon booking, Square will automatically create an account for you with Square Appointments. You can sign back into San Juan County Building Dept using your mobile number at any time.

By creating this appointment, you agree to receive automated texts from Square.

4. You can confirm your appointment and add to your calendar, book another appointment, cancel, or reschedule if needed. You will receive a confirmation txt, or email once confirmed.



Hello, jason!

Appointment confirmed!

Easily manage your appointments and rebook. [Sign in >](#)

You're all set, your appointment has been confirmed.

When

Tuesday, March 17, 2020
2:00 pm - 2:30 pm PDT

Where

(360) 317-5102

What

SJC DCD VIRTUAL INSPECTION
(Regular)



Add to your calendar

[GOOGLE](#)

[APPLE](#)

[OUTLOOK](#)

[YAHOO](#)

With

Jason Hensel

[TWEET](#)

[BOOK ANOTHER](#)

[RESCHEDULE](#)

[CANCEL APPOINTMENT](#)

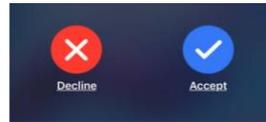
Remote inspection Procedure:

To prepare for the remote inspection: You will need the following items ready:

1. Flashlight.
2. Measuring tape.
3. Ladder (if needed).
4. Level (if needed).
5. Cell phone, or tablet with skype installed and fully charged. Good Cell signal or wi-fi will be required for all remote inspections, if good video quality cannot be obtained, you may need to reschedule the inspection, or require an in-person inspection.
6. Turn off notifications, or set to do not disturb.

The Inspection:

1. The Inspector will call you via the skype app. Make sure it's installed properly, and you have signed up with a user name.
2. To accept the call, click on the Green video button (*Android, and Blue 'Accept' button iPhone)



- 3.
4. You (the Requestor) must ensure the video and sound are switched on under their respective phone settings. IF they are off, they will display as shown below:
- 5.

Android - On



iPhone - On



Android - Off



iPhone - Off



- 6.
7. You will be guided through the inspection and will be asked by the inspector to direct the video to certain area of the project for review and approval. During the call, You can switch from front to rear camera feed by pressing the  icon located in the upper right area of the call screen on Android phones or the  icon in the bottom right on iPhones. This will allow the inspector to view the site as if he or she were standing next to You at the location.
8. Begin at street view looking at structure with address showing. If your driveway is long, you must post the address # visible on the building.
9. Start at main entry door, and work in clockwise direction, lowest floor first (if multiple floors).

10. Follow instructions of inspector, you will be guided around the site and directed to examine various areas.
11. Make note of corrections and locations per the inspectors' directions. The complete inspection report will be available on the Public portal for viewing once you sign up.

Inspection failures/Re-inspections:

1. The inspector will update our permitting system after the video call is completed. The day after the inspection, comments will be available on our Public Portal [HERE](#): You will need to sign up for an account if you haven't already done so. [Account sign up](#).
2. Re-inspection fees may apply if you are unprepared or have too many correction items. The inspector will assess if any additional fees apply.
3. Scheduling of remote inspections should be done a minimum of 1 day in advance, See the online schedule for availability, [REMOTE INSPECTION SCHEDULE](#).

Congratulations! You've completed your inspection remotely. If you need help please contact SJC DCD

Sincerely,

Jason Hensel

San Juan County – Building Official

@ 360-370-7578 or JasonH@sanjuanco.com.