

## Inspection Codes

### BUILDING

111	Footing/Post Hole/Setback	146	Framing
112	Foundation Wall	148	Insulation
110	Slab Ins/Radiant Heat	152	Braced Wall/Drywall
116	Underfloor	122	Sewer
118	Ground Wrk Plumbing	168	Reinforced Masonry
124	Strap/Hold Down	128	Lighting (non-res)
131	Wall Nailing/Shear	164	LPG Tank Set
130	Roof Sheathing	222	Runners
132	Rough In Plumbing	224	Blocking/Anchors
136	Rough In Mechanical	160	Final

### ENVIRONMENTAL HEALTH

520	Final OSS Inspection
510	Env Health Pre-opening food establishment inspection

### PLANNING

620	Planning Site Inspection
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### ROADS DEVELOPMENT REVIEW

420	Driveway	442	Sedimentation & Erosion Control
430	Drywell (before backfill)	444	Drainage

### WATER WASTE MANAGEMENT

700	Water Connection
701	Sewer Connection

## Department Information System (DIS)

**DIS Direct Line**  
**(360)-786-5490**

*(follow the prompts)*

The **Information System** allows you to check project status and obtain zoning and fee information, 24/7, and can be emailed or faxed to you. The **Information System** connects to permitting departments through the directory or transfers you directly to staff through the staff directory link. Once you choose an option, the system prompts you each step of the way.

**Press [0]** any time during the call to speak with Permit Assistance Center staff during regular business hours.

## Department Information System Directory

**Press [1]** Project Status

**Press [2]** Zoning Information/options  
➤ Find out the zoning on a parcel & receive zoning information by fax or email

**Press [3]** Fee information

➤ Receive fee information for Building, Planning, Environmental Health & Development Review by fax

**Press [4]** Environmental Health

➤ Food Handler Test Information  
➤ Septic Help Line;  
➤ Onsite Sewage & Land Use Staff  
➤ Food, Pools and Schools Program  
➤ Drinking Water Testing Lab

**Press [5]** Building & Roads

➤ Building Code Information  
➤ Addressing  
➤ Flood Review  
➤ Roads Development Review  
Inspections\* & Information

**Press [6]** Code Enforcement

➤ Building & Land Use complaints  
➤ Junk Vehicle Program  
➤ Sewage, Mold & Smoking complaints  
➤ Food Establishment, Animal bites & West Nile Virus

**Press [7]** Staff Directory

**Press [8]** Driving Directions & Office Hours



**THURSTON COUNTY**  
WASHINGTON  
SINCE 1852

## THURSTON COUNTY DEVELOPMENT SERVICES

### REFERENCE GUIDE

### VOICE PERMIT SYSTEM Automated Inspection Line (360) 786-5489

Call the New **Automated Inspection Line** to Schedule, Cancel, or receive Inspection results.

### DEPARTMENT INFORMATION SYSTEM (360) 786-5490

Call the automated **Department Information System Directory** for permit/project status, zoning, fee information, and department staff directory.

**Important links for more information:**

[www.co.thurston.wa.us/permitting/](http://www.co.thurston.wa.us/permitting/)

[www.geodata.org/](http://www.geodata.org/)

Please email questions/comments to:

[permit@co.thurston.wa.us](mailto:permit@co.thurston.wa.us)

**3000 Pacific AVE SE  
Olympia, WA 98501**



## VOICE PERMIT SYSTEM

In an ongoing commitment to improve customer service, **Development Services** has installed a **Voice Permit System**. You can now schedule inspections, or check results of inspections, 24 hours a day, 7 days a week!

### Voice Permit System (360) 786-5489

- **Schedule Inspections**
- **Cancel Inspections**
- **Retrieve Inspection Results**
- **Department Information System**

### Before calling you will need:

- **A touch tone telephone**
- **A site specific permit number**  
(Example: 05 100000-check your permit)
- **An Inspection code.**  
(Choose from the list on the back of the permit, check the back of this brochure, or the system offers the option of hearing a list of outstanding inspections on your project)

You will receive voice prompts throughout the process. **Press [0]** anytime during the phone call to speak with staff during regular business hours.

### Choose from the following options:

- Press [1]** Schedule an Inspection  
**Press [2]** Cancel an Inspection  
**Press [3]** Retrieve Results  
**Press [4]** Department Information System  
(Or dial direct (360) 786-5490)

The **Voice Permit System** will prompt you each step of the way. The system allows you to perform multiple transactions during a single call. You will be given a confirmation number to validate that your inspection has been scheduled. The confirmation number can be used to obtain results on the inspection.

## Schedule an Inspection

1. Call the **Voice Permit System**;
2. When prompted enter the **8-digit permit number** (*The system will speak back the site address to confirm the location for the inspection*);
3. Enter the **3-digit Inspection Code** (listed on the permit or back of this brochure or choose the option to have the system provide a verbal list of outstanding inspections)
4. The system will prompt you to choose the date you would like to receive the inspection (up to 3 days in advance).

**NOTE:** Next day inspections **must** be scheduled by 4pm the previous day.

**NOTE:** Roads inspections related to land use projects **cannot** be scheduled through this system. Please dial direct 754-3355 ext 5214. For WWM inspections other than water/sewer connections dial 754-2930.

**After you have scheduled the inspection you will be able to:**

- >leave a message for the inspector
- >request another inspection, same permit
- >request another inspection, different permit
- >get a confirmation number and end the call

**OR**

**Return to the main menu for more business with the Permitting Departments.**

## Cancel an Inspection

1. Call the **Voice Permit System**;
2. When prompted enter the **8-digit permit number** or enter the **Confirmation Number** you received when you scheduled the inspection. (*The system will speak back the site address to confirm the location for the inspection*);
3. If you don't have the confirmation number, enter the **3-digit Inspection Code** for the inspection you would like to cancel (listed on the permit, on the back of this brochure or choose the option to have the system provide a verbal list of outstanding inspections)

**After you have cancelled the inspection you will be able to:**

- >cancel another inspection, same permit
- >cancel another inspection, different permit
- >get a confirmation number and end the call

**OR**

**Return to the main menu for more business with the Permitting Departments.**

## Obtain Inspection Results

1. Call the **Voice Permit System**;
2. When prompted enter the **8-digit permit number** or enter the **Confirmation Number** you received when you scheduled the inspection. (*The system will speak back the site address to confirm the location for the inspection*);
3. Enter the **3-digit Inspection Code** for the inspection you would like to hear results (listed on the permit or back of this brochure or choose the option to have the system provide a verbal list of outstanding inspections)

**After you receive the inspection results you will be able to:**

- >hear results for another inspection, same permit
- >hear results for another inspection, different permit
- >end the call

**OR**

**Return to the main menu for more business with the Permitting Departments.**

## Personal Identification Number (PIN)

If you are a regular Permit Assistance Center (PAC) customer a PIN can be set up for your use. The PIN allows you to have a "profile" updated in the permit tracking database. The profile contains a default phone or fax number and email address where you can receive automatic notifications of inspection results and have documents that are available in the Department Information System sent to you. Check with Permit Center staff to obtain a PIN or if you have questions about this **Voice Permit** feature.

**Refer to the reverse side of this brochure for information regarding the Department Information System.**

**Remember** you will receive voice prompts throughout the process.

**Press [0]** anytime during the phone call to speak with staff during regular business hours.