

CONSTRUCTION INSPECTION SCHEDULING PROCEDURES

All contractors are required to schedule inspections using the internet scheduling system through the City of Buckeye’s website. If internet problems occur please use the inspection call-in number at 623-349-6248. If other problems occur call our permitting or inspection staff at 623-349-6200 between 7am-6pm Monday through Thursday.

All inspections need to be requested before midnight the day before the date the inspection is required. Friday and weekend inspections must be requested before midnight on Wednesday before the date the inspection is required. The City of Buckeye building inspections take place Monday through Thursday from 7am to 5pm. The City of Buckeye civil inspections take place Monday through Friday from 7am to 5pm. After hours and weekend inspections are available at \$100.00 an hour with a 4 hour minimum. Below are the directions to requesting an inspection online:

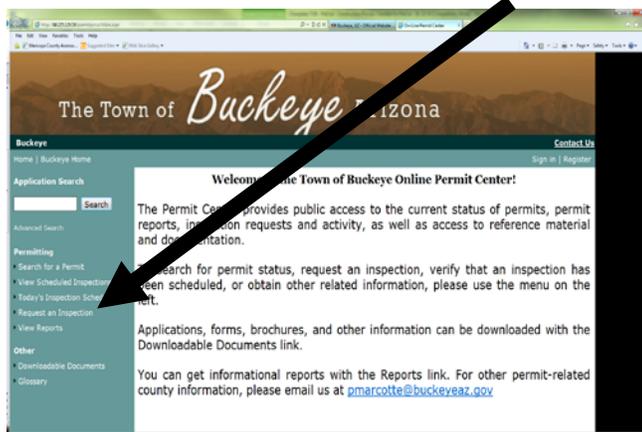
1. Go to www.buckeyeaz.gov
2. Select “Online Assist”

3. Select “Permit Portal Access”



4. Select “Request an Inspection”

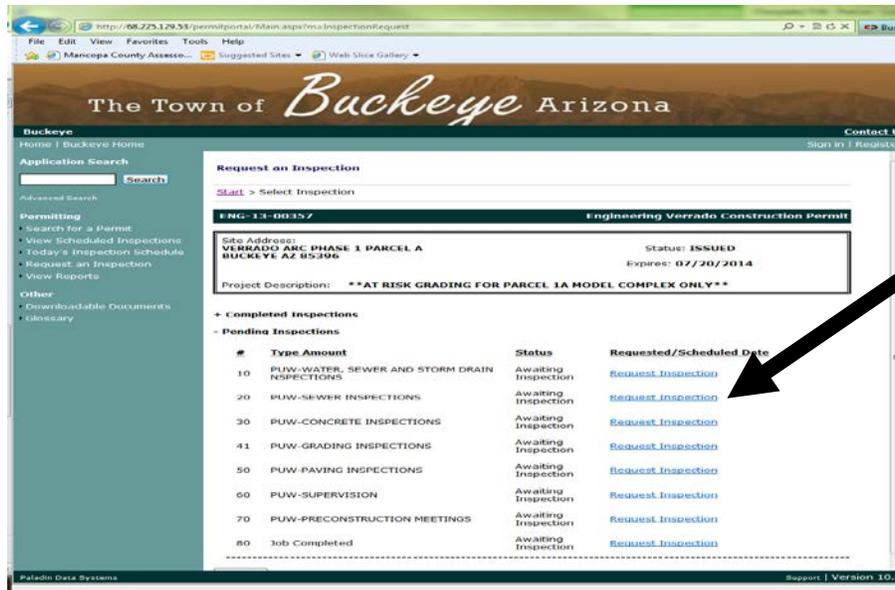
5. Enter entire permit number (ex. BLD-10-00123) then click “Next”



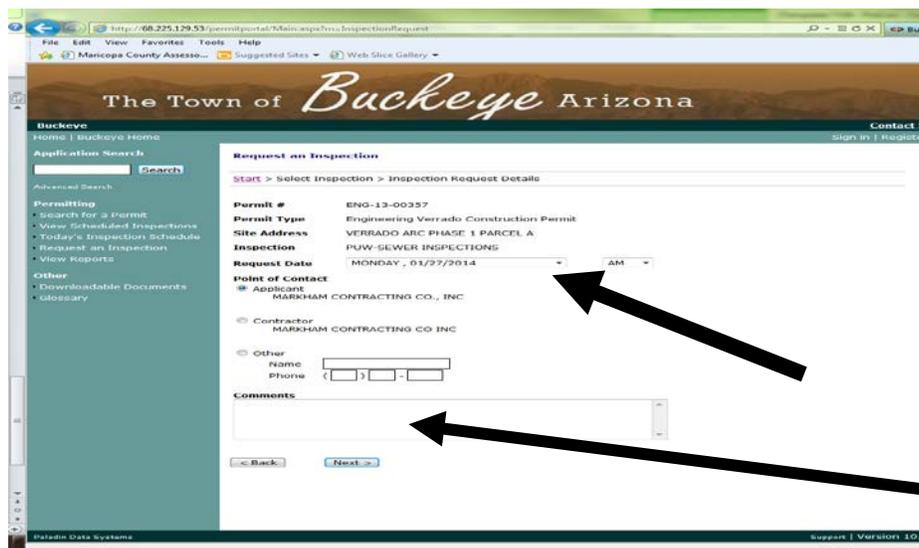
CITY OF BUCKEYE

6. Select an inspection type from the list.

Note: If the type of inspection is not available choose the top inspection choice and click “enter”. Provide correct details for type of inspection in the comment box.



7. Select the calendar and select the day you would like the inspection conducted. Select point of contact, (Superintendents should select other so a telephone number may be entered). Add any special instructions, notes, etc. in the comment box. Then click “Next”.



8. Next page is to confirm information entered. Verify information and click “Submit” when all information is correct. This will order your inspection for the next working day.