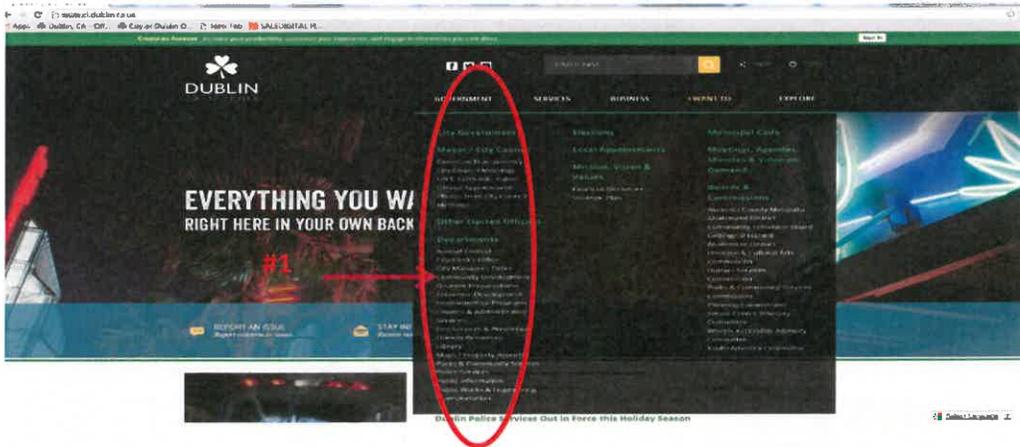


# On Line Permit Status & Inspection Results

Customers are able to obtain a status on a plan check or permit and view inspection results/history, by logging into the City of Dublin's website. Follow the simple steps below to view a plan check or permit status.

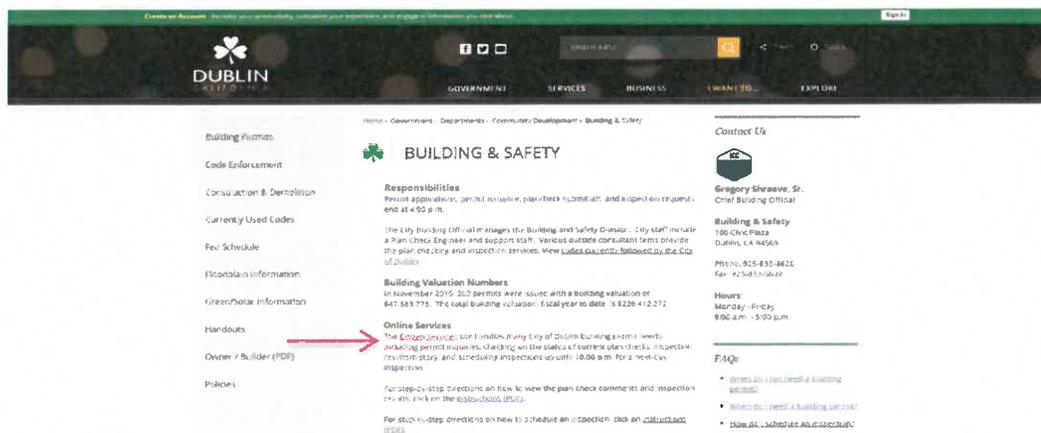
## STEP 1 – ACCESS TO CITY OF DUBLIN WEBSITE

- ▶ Launch browser <http://www.dublin.ca.gov>
- ▶ Under **GOVERNMENT** in drop down menu click on **Community Development**; then click on **Building & Safety Division**

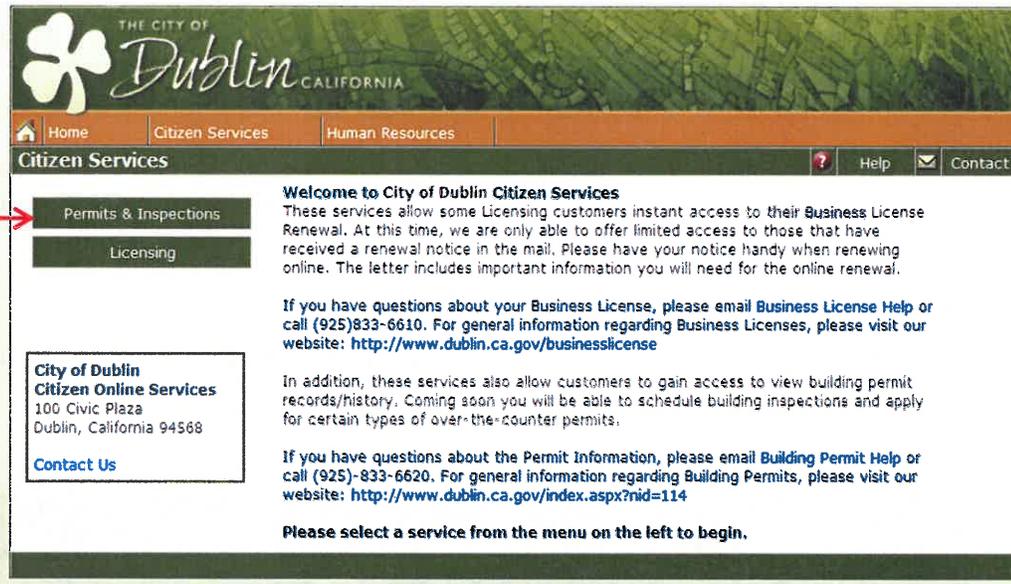


## STEP 2 – Under Online Services choose Citizen Services

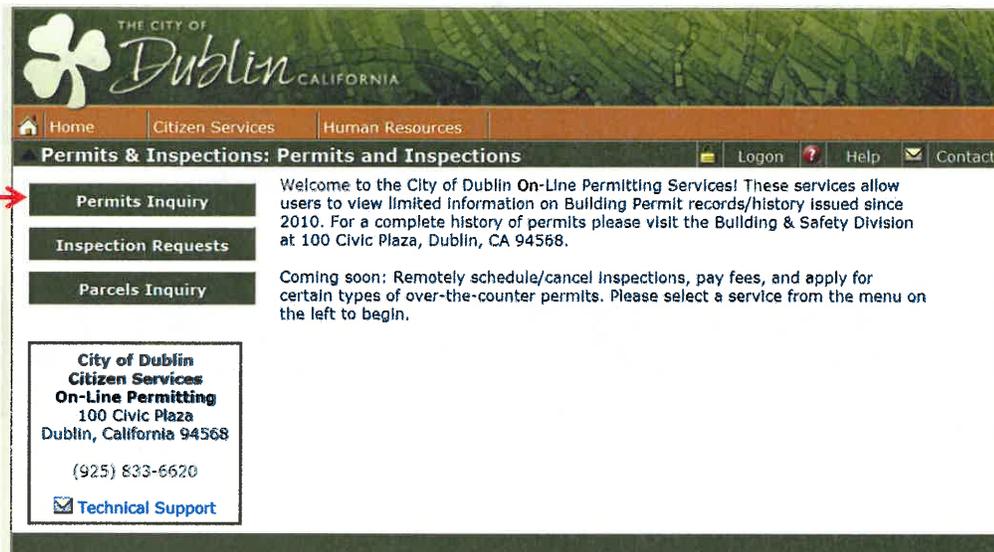
- ▶ Message on Leaving Site will appear, click on **Proceed to Site**



STEP 3 – On the Citizen Services page click on **Permits & Inspections** at left side of screen



STEP 4 - To find status of current plan checks click on **Permits Inquiry**



STEP 5 - Under **Permit No.** add the plan check number assigned during the initial submittal. For example, enter: **BLDR-2013-00160** (four letters – year – five digits) and click **Search for Permits** at bottom of screen



**STEP 6** – Verify the requested permit number is correct. Place the cursor directly on the permit number to view the specific permit information

THE CITY OF Dublin CALIFORNIA

Home Citizen Services Human Resources

Permits & Inspections: Search Results

New Permit Search

Permit Search Results

Permit#:	App. Date	Street Address	Type	Description	Fees Due
BLDR-2013-00160	11/13/2013	5777 SCARLETT CT	REVISIONS / DEFERRED SUBMITTAL	Building A metal building Deferred submittals and calculations. (Dublin Corporation Yard)	0.00

**STEP 7** – Under **Viewing** in middle of the page select **Actions** from the drop down menu

THE CITY OF Dublin CALIFORNIA

Home Citizen Services Human Resources

Permits & Inspections: Permit

BLDR-2013-00160

Applied 11/13/2013 Approved Issued Final Expires 03/05/2015

Type REVISIONS / DEFERRED SUBMITTAL Status pending

Permit Description: Building A metal building Deferred submittals and calculations. (Dublin Corporation Yard)

Permit Address: 5777 SCARLETT CT DUBLIN CA 94568-3101

Applicant: DAHLIN GROUP

Viewing Permit

Details

Contact Name: Gregor Markel

Contact Phone: 925-251-7286

Permit Attachments

- PC1 COMMENTS
- PC2 COMMENTS
- PC3 COMMENTS

**STEP 8** - Page indicates the most current entry on the plan check and inspection status. The **Group** column shows the departments assigned to review the plans; the **Comp'd Date** the date the review is completed; the **Comp'd Code** completion status.

THE CITY OF Dublin CALIFORNIA

Home Citizen Services Human Resources

Permits & Inspections: Actions

BLDR-2013-00160

Applied 11/13/2013 Approved Issued Final Expires 03/05/2015

Type REVISIONS / DEFERRED SUBMITTAL Status pending

Permit Description: Building A metal building Deferred submittals and calculations. (Dublin Corporation Yard)

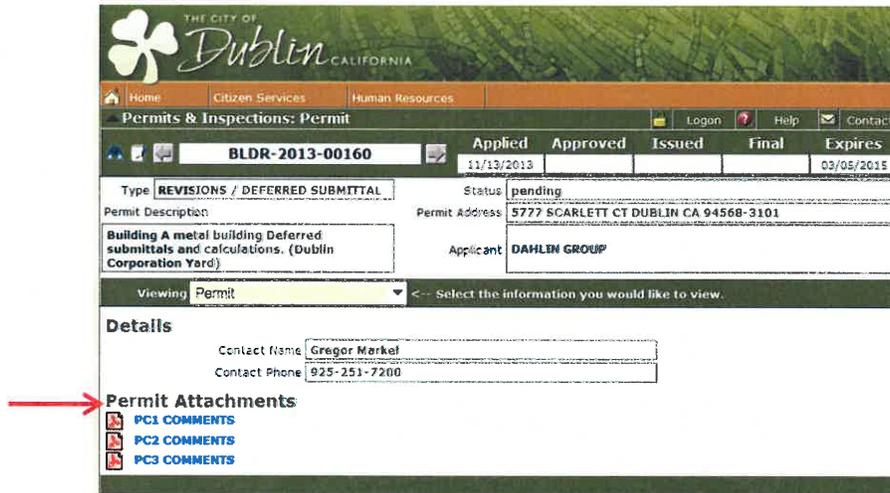
Permit Address: 5777 SCARLETT CT DUBLIN CA 94568-3101

Applicant: DAHLIN GROUP

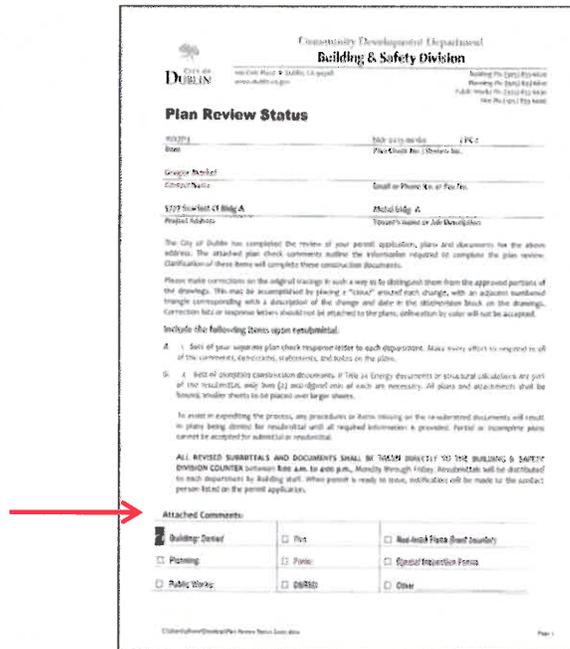
Viewing Actions

Group	Action	Approver	Start Date	Comp'd Date	Comp'd Code	Comment
COUNTER - INTAKE	Intake - PERMIT SUBMITTAL	jeffr		11/13/2013	Completed	
COUNTER - INTAKE	collect COLLECT	efrainr		11/13/2013	Not Applicable	
COUNTER - INTAKE	route - ROUTING OF PLANS	efrainr		11/13/2013	Completed	
BUILDING PLAN CHECK	review - REVIEW	efrainr		11/26/2013	Denied	
BUILDING PLAN CHECK	review - REVIEW	robenner		01/08/2014	Denied	
BUILDING PLAN CHECK	review - REVIEW	efrainr		03/05/2014	Denied	
PLANNING DIVISION	review - REVIEW	efrainr		11/13/2013	Not Applicable	
Free Plan Check	review - REVIEW	efrainr		11/13/2013	Not Applicable	
COUNTER - COMMENTS	comments - PROCESSING OF COMMENTS	efrainr		11/27/2013	Denied	
COUNTER - COMMENTS	comments - PROCESSING OF COMMENTS	efrainr		01/08/2014	Denied	
COUNTER - COMMENTS	comments - PROCESSING OF COMMENTS	efrainr				
COUNTER - COMMENTS	resubmits - RESUBMITTAL OF PLANS	efrainr		02/19/2014	Completed	
COUNTER - COMMENTS	comments - PROCESSING OF COMMENTS	efrainr		03/05/2014	Denied	

**STEP 9** – To view the plan check letters (if applicable) go back to STEP 7. Under **Permit Attachments** place the cursor directly on the document. For example, **PC1 COMMENTS** refers to the first Plan Check round of comments.



**STEP 10** – The document includes a **Plan Review Status** letter indicating the divisions/agency that completed the review; the status (**Approved / Denied**) followed by each individual router/comment page.



**Disclaimer**

*The comments posted on the permitting system may not be fully completed. Please do not attempt to resubmit plans until you receive an official statement delivered electronically from the Building & Safety Division.*