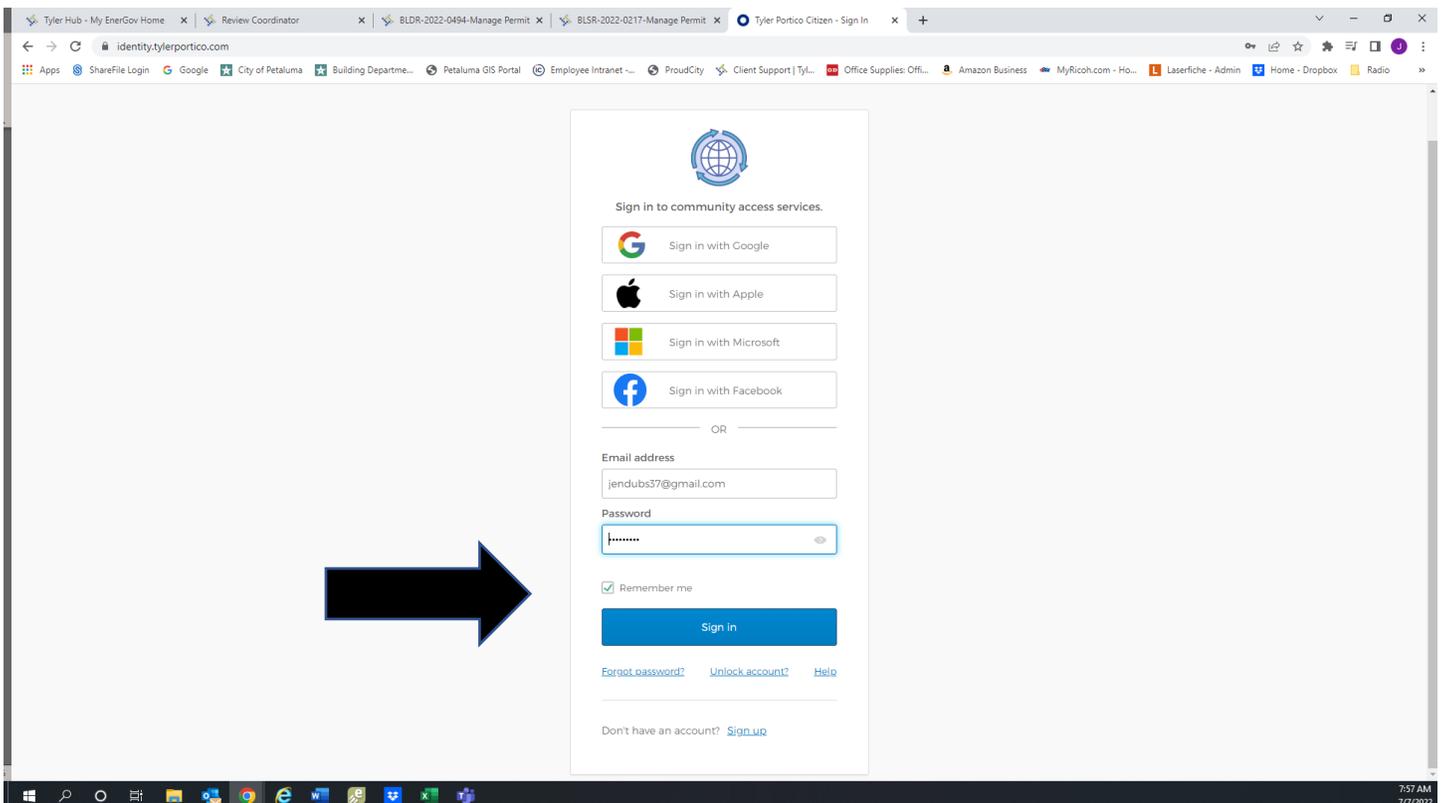
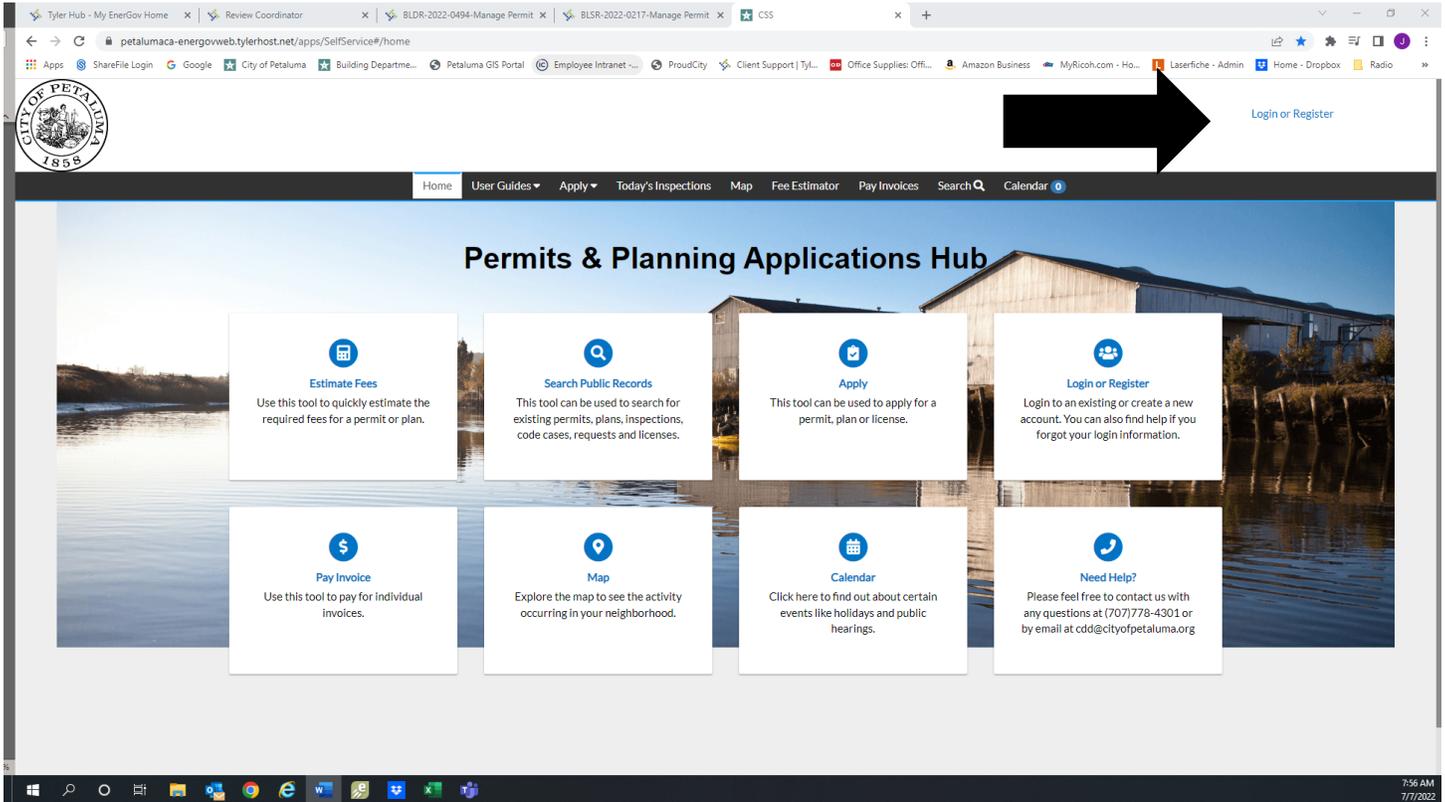


# How to set up an inspection – Please Note: Inspections can only be scheduled Monday-Thursday.

- Click on the following link: <https://petalumaca-energovweb.tylerhost.net/apps/SelfService#/home> and then log in to your portal



- Click on the **MyWork** Tab and then change the display to **“ALL”**

City of Petaluma Home Page

8:00 AM 7/7/2022

- Click on the **permit** you want the inspection on

City of Petaluma Home Page

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- Then click on the **Inspections Tab**

Permit Number: BLSR-2022-0217

Permit Details | Tab Elements | Main Menu

Type: Residential Solar	Status: Issued	Project Name:
Applied Date: 04/30/2022	Issue Date: 05/11/2022	
District: Petaluma	Assigned To:	Expire Date: 11/07/2022
Description: revised scope - 6.14.22 - [redacted] 11.165kW Roof-Mount PV system; MODULES: (14) LG NEON2 LG370N1K-A6 (21) SolarWorld SW2895 MONO INVERTER; [redacted] IQ7PLUS-72-2-US AND 20kWh ESS: (2) Enphase Encharge 10	Valuation: \$56,000.00	Finalized Date:

Summary | Locations | Fees | Reviews | **Inspections** | Attachments | Contacts | Sub-Records | More Info

**Progress**

80% Completed

- Completed
- In Progress
- Not Started

**Workflow**

- Confirm application complete - Passed: 05/02/2022
- Solar Review (Residential) - Passed: 05/11/2022
- Issue Permit - Passed: 05/11/2022
- Solar Review (Residential) - Passed: 06/21/2022

**Available Actions**

Request Inspection  
Solar Final

[Request](#)

- Scroll down to see what Inspections are available, **Please Note**, if you do not see the inspection you need scroll down until you come to **Optional Inspections**, find the inspection you need and click on it.
- Then click on **Request Inspection**.

Existing Inspections

View Inspection	Description	Status	Request Date	Scheduled Date	Inspector	Action
No records to display.						

Request Inspections

Description	Reinspection	Action
Frame Rough	No	<input checked="" type="checkbox"/>
Insulation inspection	No	<input type="checkbox"/>
Progress inspection	No	<input type="checkbox"/>
ROOF SHEAR INSPECTION INTERIOR	No	<input type="checkbox"/>
Screw inspection of the drywall	No	<input type="checkbox"/>
SUSPENDED CEILING INSPECTION	No	<input type="checkbox"/>
Underfloor	No	<input type="checkbox"/>
Wall Framing	No	<input type="checkbox"/>
Final Building	No	<input type="checkbox"/> This inspection cannot be requested yet due to prerequisites.

Results per page: 10 | 1 - 9 of 9

[Request Inspection](#)

Optional Inspections

Description	Action
Concrete Slab	<input type="checkbox"/>
Concrete Slab	<input type="checkbox"/>
Electrical Meter Authorization	<input type="checkbox"/>
Electrical Permanent Service	<input type="checkbox"/>
Electrical Rough	<input type="checkbox"/>
Electrical Temporary Service	<input type="checkbox"/>
Electrical Underground	<input type="checkbox"/>

- Request the date by clicking on the **calendar** icon, then choose the date, remember inspections are done Monday- Thursday only.

City of Petaluma Home Page

- Then make any comments in the comment section, i.e. if you prefer am or pm, phone number and or any thing else that will help our inspectors.
- Click **submit**

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- You will receive this page when you are successful.

City of Petaluma Home Page

- You can make changes to your inspection by clicking on the **Inspections** Tab again.

Request Inspections

Existing Inspections

View Inspection	Description	Status	Request Date	Scheduled Date	Inspector	Action
IBLD-008305-2022	Frame Rough	Scheduled	07/12/2022			Cancel Inspection

Request Inspections

Description	Reinspection	Action
Insulation inspection	No	<input type="checkbox"/>
Progress Inspection	No	<input type="checkbox"/>
ROOF SHEAR INSPECTION INTERIOR	No	<input type="checkbox"/>
Screw inspection of the drywall	No	<input type="checkbox"/>
SUSPENDED CEILING INSPECTION	No	<input type="checkbox"/>
Underfloor	No	<input type="checkbox"/>
Wall Framing	No	<input type="checkbox"/>
Final Building	No	<input type="checkbox"/> This inspection cannot be requested yet due to prerequisites.

- The day of your Inspection you can click on the following link: <https://petalumaca-energogovweb.tylerhost.net/apps/selfservice#/inspection/todaysinspections> or by clicking on the **Today's Inspections** tab at the top of your portal page, to see where your inspection falls on the inspectors list.

The screenshot shows the 'Today's Inspections' page in the City of Petaluma portal. The navigation bar at the top includes 'Dashboard', 'Home', 'User Guides', 'Apply', 'My Work', 'Today's Inspections', 'Map', 'Fee Estimator', 'Pay Invoices', 'Search', and 'Calendar'. The main content area features a search bar and a table of inspections for the date 07/07/2022. The table has columns for View Inspection, Case Number, Case Type, Inspection Type, Address, Primary Inspector, Estimated Start Time, Estimated End Time, Inspector Phone Number, Status, and Order.

View Inspection	Case Number	Case Type	Inspection Type	Address	Primary Inspector	Estimated Start Time	Estimated End Time	Inspector Phone Number	Status	Order
IBLD-008223-2022	BLDG-18-2143	Permit	Building Progress	368 PETALUMA BLVD N PETALUMA CA 94952	Scheumann, Kevin			707-753-1281	Scheduled	40
IBLD-008230-2022	BLDG-18-2144	Permit	Building Progress	402 PETALUMA BLVD N PETALUMA CA 94952-2844	Scheumann, Kevin			707-753-1281	Scheduled	30
IBLD-008295-2022	BLDG-19-1737	Permit	Insulation	1205 REDWOOD WAY PETALUMA CA 94954	Scheumann, Kevin			707-753-1281	Scheduled	70
IPLM-008235-2022	BLDG-20-1509	Permit	Plumbing Rough	78 WILMINGTON DR PETALUMA CA 94952-2214	Scheumann, Kevin			707-753-1281	Scheduled	16
IPLM-008236-2022	BLDG-20-1509	Permit	Plumbing Underground	78 WILMINGTON DR PETALUMA CA 94952-2214	Scheumann, Kevin			707-753-1281	Scheduled	16

If you have any questions please don't hesitate to contact us at [building@cityofpetaluma.org](mailto:building@cityofpetaluma.org) or 707-778-4479.