

TOWN OF JUPITER
ENGINEERING
DEPARTMENT -
**Scheduling Inspections
Guide**

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Town of Jupiter Online Permitting- Scheduling Inspections

1. Log in to your online account.
2. At the top of the screen you will see the following

Plan Number: 16-000585-EU



Subscribe

Plan Details

| | | |
|--|--|-----------------------------------|
| Type: Engineering/Utilites | District: Town of Jupiter - All | Apply Date: 6/17/2016 |
| Work Class: Engineering Utilities Permit | Square Feet: 0.00 | Expire Date: 6/17/2017 |
| Status: Issued | Valuation: 12260.0000 | Complete Date: 7/25/2016 |
| Description: replace existin... <small>replace existing concrete driveway with pavers and extend driveway and sidewalk</small> | | Approval Expire Date: None |

Primary Address Details

Parcel :

Address : 6451 ROBINSON ST
 Jupiter, FL 33458
 United States

Contact Details

| Type | Company | First Name | Last Name | Title |
|------------|---------------------|------------|-----------|-----------|
| Contractor | MASTER BRICK PAVERS | Beno | Kruger | President |

Displaying items 1 - 2 of 2

Existing Inspections

| Details | Type | Status | Request Date | Sch |
|---|-------------------|-----------|--------------|--------|
| Cancel Inspection Details | Driveway Subgrade | Scheduled | 9/22/2016 | 9/1/16 |
| Inspection Details | Driveway Base | Passed | 9/16/2016 | 9/1/16 |
| Inspection Details | Driveway Pavers | Passed | 9/22/2016 | 9/2/16 |

Displaying items 1 - 3 of 3

Schedule Inspections

| Select | Type | Status | Date | Reinspection |
|---------------------------|-------------------|--------|------|--------------|
| Schedu... | Engineering Final | | | No |

Displaying items 1 - 1 of 1

3. Click on the blue highlighted 'schedule' button shown below.

Existing Inspections

| Details | Type | Status | Request Date | Sch |
|------------------------|------|--------|--------------|-----|
| No records to display. | | | | |

Displaying items 0 - 0 of 0

Schedule Inspections

| Select | Type | Status | Date | Reinspection |
|---------------------------|-------------------|--------|------|--------------|
| Schedu... | Driveway Subgrade | | | No |
| Schedu... | Driveway Base | | | No |
| Schedu... | Driveway Pavers | | | No |
| | Engineering | | | |

Displaying items 1 - 4 of 4

- The box shown below will pop up. Choose your date and add any comments you wish to relay to the inspector.

Screenshot of the "Schedule Inspection" dialog box. The dialog has a blue title bar with a close button. Inside, there is a "Requested Date" field with a calendar icon and a time dropdown menu currently set to "AM". Below this is a "Comments" text area. A "Schedule" button is located at the bottom right of the dialog.

- Click the schedule button and you have completed scheduling an inspection.
- If you do not see the inspection you need on the list you can click on the request optional inspection button shown below

Screenshot of the "Schedule Inspections" table. The table has a blue header with the title "Schedule Inspections". The columns are "Select", "Type", "Status", "Date", and "Reinspection". There is one row of data with "Engineering Final" in the "Type" column and "No" in the "Reinspection" column. At the bottom of the table, there is a "Request Optional Inspection" button. A blue arrow points from the "Request Optional Inspection" button in the screenshot to the "Request Optional Inspection" button in the screenshot.


| Select | Type | Status | Date | Reinspection |
|---------------------------|-------------------|--------|------|--------------|
| Schedu... | Engineering Final | | | No |

Displaying items 1 - 1 of 1

[Request Optional Inspection](#)

7. The screen shown below will appear. Choose your inspection type, date, and any comments and click submit.

Plan Number: 16-000680-EU

| | |
|-----------------|---|
| Inspection Type | <input type="text" value="- Inspection Type -"/> |
| Requested Date | <input type="text"/>  * <input type="text" value="AM"/> <input type="text"/> |
| Comments | <input type="text"/> |